[**Home**](https://provost.uiowa.edu/) » [**For Our Supervisors/Managers**](https://provost.uiowa.edu/our-supervisorsmanagers) » [**Revisions**](https://provost.uiowa.edu/node/1007066/revisions)

**For Our Supervisors/Managers**

**HR Pages for Staff**

[HR for Org Staff](https://provost.uiowa.edu/hr-staff)

[Hiring Students/Temps](https://provost.uiowa.edu/hiring-studentstemps)

[Hiring Staff](https://provost.uiowa.edu/hiring-staff)

[Job Opportunities](https://provost.uiowa.edu/active-job-opportunities-org-02-or-35)

[Career Development](https://provost.uiowa.edu/staff-career-development)

[For Supervisors/Managers](https://provost.uiowa.edu/our-supervisors/managers)

[Rewards and Recognition](https://provost.uiowa.edu/rewards-and-recognition)

[Leave Management](https://provost.uiowa.edu/leave-management-staff)

**It's the Manager!**

**Managers influence at least 70% of employee engagement.**

**"On the whole, employees say that the quality of their manager is more important than their compensation." -**[**Gallup**](https://www.gallup.com/workplace/272171/why-manager-development-top-goal-leaders-year.aspx)

**Our HR team is committed to supporting our supervisors and managers in their personal and professional development. Each month we will share themes, tips and resources to use on your path to being the best manager, supervisor, influencer and employee coach you can be.**

**JANUARY 2021 - "Together is Better"**

HAPPY NEW YEAR!  2021 is here and it holds continued uncertainty as well as many possibilities and opportunities for change and improvements to our work and home lives.  I recently read "Together is Better" by Simon Sinek, an "unshakable optimist", visionary thinker, leadership expert and author.  This approach to illustrating his vision for a better world is refreshing and unique, going so far as to infuse one of the pages with a scent, "the smell of optimism", to set a tone, evoke a feeling and prepare you to embark on the journey in the book.

Excerpt from the book: **Hello**(*opening, page 1*)

**"It feels nice to feel inspired. It feels amazing to feel inspired by our work. This idea is a core to the vision I imagine: to build a world in which the vast majority of us wake up  every single morning inspired to go to work, feel safe when we're there and return home fulfilled at the end of the day.  Building this world will not be easy, nor will it happen in  year or two. But if we commit to working together, to each do our part to help advance a shared vision, we can build this world we imagine."**

***If this vision resonates with you, consider your role, the part YOU play here at work as a supervisor and department leader.***

*"*Less than 2 in 10 employees strongly agree the leadership of their organization makes them feel enthusiastic about the future." - [Gallup.com](https://www.gallup.com/workplace/216209/develop-managers-leaders.aspx)

Here are some resources you might find helpful to introspect, plan and act in a way that furthers this vision.

**Give a High Five!**

**Let's start 2021 off on a high note**.  Email us or fill out [**this short form**](https://forms.office.com/Pages/ResponsePage.aspx?id=lUXEG7qaw0-47HuUpVhv3MoaYF3ZQY1IiWLlxDzjiCdUOVVMSkpTT1U4VjhJWVU3SUlTR0FRUkszVS4u) to "High Five" a peer, colleague, supervisor, direct report, leader or other UI staff, for the positive impact they made this year.  Big or small, we'll share your note of thanks and recognition in January, either on this page (for supervisors) or via direct email. (We will ask the employee if they're OK with public recognition before posting online.)

**We'd love to hear about the great things going on!**

\*ACCEPTING HIGH FIVES THROUGH JANUARY\*

* The Simon Sinek podcast - [a bit of Optimism](https://simonsinek.com/podcast)
	+ Or other podcasts like: [TED Radio Hour](http://www.npr.org/programs/ted-radio-hour/?showDate=2017-05-19),
* Join a Community of Like-Minded Visionaries - [Connect](https://simonsinek.com/connect/?ref=mainNav)
* Professional Development topics - [Live Online Classes](https://simonsinek.com/InspireU#/)
* Read a Book - [**Together is Better**](https://www.amazon.com/s?k=together+is+better&gclid=Cj0KCQiArvX_BRCyARIsAKsnTxNsVlfW_fr8hYqkCB5s_wWohhSqh3tibQ2ud6CXd45LcEDQ4am_ytEaArMTEALw_wcB&hvadid=174227997535&hvdev=c&hvlocphy=9018544&hvnetw=g&hvqmt=e&hvrand=1753582126155922269&hvtargid=kwd-8770925831&hydadcr=24657_9648987&tag=googhydr-20&ref=pd_sl_52exv0822p_e), by Simon Sinek (or any of his other books, but this one is short)
	+ And watch this short clip introducing this book and his philosophy. <https://simonsinek.com/discover/together-is-better/>
* Follow a blog from top leadership who inspire you
* Check out a topic in a new light, such as [Radical Candor](https://www.radicalcandor.com/our-approach/) feedback framework, for caring personally while challenging directly.
* Read up on leadership, in areas you'd like to learn or develop:
	+ [What Employee Need from Leadership Right Now](https://www.gallup.com/workplace/297497/covid-employees-need-leaders-right.aspx)
	+ [Steps to Effective Decision-Making](https://www.gallup.com/workplace/310439/steps-effective-decision-making-organizations.aspx)
	+ [How to Communicate to Create Stability Despite Uncertainty](https://www.gallup.com/workplace/311288/communicate-create-stability-despite-uncertainty.aspx)
* Learn more through the [LinkedIn Learning](https://idp.uiowa.edu/idp/profile/SAML2/Unsolicited/SSO?execution=e1s2) videos and resources (free to employees through the Self Service link under My Career --> Learning and Development).
* Get advice from your mentor, supervisor, dept leadership, or community, or talk to someone you don't know through a platform like [Office Hours](https://officehours.io/).
* Watch an inspiring TED talk on leadership or a self-help items like resilience - [**10 TED Talks on Leadership You Won’t Want to Miss**](https://www.weareteachers.com/leadership-videos/)**;**[**6 Simple Steps to Overcome any Obstacle**](https://www.youtube.com/watch?t=2&v=zUzguvsTbC4&feature=youtu.be&utm_campaign=Newsletter&utm_medium=email&_hsmi=107377722&_hsenc=p2ANqtz-9SSGcN86MBC4Z1UmuMCJE1yFTf0nKBk0pk1VUdWylIKAzQJG3zF4h4LR5XbHNC8-WhmnoYBMiEhmDlDvDElNBIz1iRy53YB5LvLAq3UOfPNnpHUi0&utm_content=107377722&utm_source=hs_email)**.**



[**Simonsinek.com**](https://simonsinek.com/about/simon-sinek?ref=mainNav)

**REMOTE WORK: TIPS for SUPERVISING**

**As you continue to work fully remote or hybrid below are some tips and help for supervisors and depts. These considerations are to guide you as you determine the *people* and *positions*that are suited for remote work and how to refresh and update your supervision and group work structures.  There is content for professional and student staff as well as the link to the flexible work agreement form, for those who are requesting ongoing schedule, work or location agreements (not necessary for those continuing remote who have not been requested back to work site yet).**

**The new ICON course: Leading Remote/Hybrid Teams (#WCVD02) training required for current supervisors has some excellent tips, resources, advice and requirements.**

**\*For Enhanced/Promoting Employee Engagement - Try the platform**[**15Five**](https://www.15five.com/)**.**

* The HR team has tested it out and found that the free version offers a user-friendly weekly check-in that asks key questions for keeping staff engaged and motivated, shares that with their supervisor, and promotes further engagement with features like teams, survey options and virtual "high fives" to recognize teammates.  (Emily has an account and can add you easily - reach out to learn more!)

[Remote Work Considerations and Tips.pdf](https://provost.uiowa.edu/sites/provost.uiowa.edu/files/wysiwyg_uploads/Remote%20Work%20Considerations%20and%20Tips.pdf)

[Tips for Supervising Students Remotely .pdf](https://provost.uiowa.edu/sites/provost.uiowa.edu/files/wysiwyg_uploads/Tips%20for%20Supervising%20Students%20Remotely%20.pdf)

[Flexible Work Agreement form](https://hr.uiowa.edu/well-being/family-services/flexible-work-arrangements/flexible-work-arrangements-forms) - employees should fill this out if they are remaining remote when they could/are asked to return to campus or will havd an ongoing flexible arrangement (i.e. hours, duties, locatoion) outside of what the pandemic is currently dictating for depts.

[nderstanding and Managing Remote Workers](https://www.gallup.com/workplace/316313/understanding-and-managing-remote-workers.aspx?utm_source=linkedin&utm_medium=o_social&utm_term=&utm_content=&utm_campaign=WFH_pillar) - GALLUP RESOURCES

[Referenced Resources](https://provost.uiowa.edu/sites/provost.uiowa.edu/files/wysiwyg_uploads/Supv%20ICON%20Training%20-%20Referenced%20Resources.docx) from ICON Supervisor Training

[Resolving Coworker Conflict of Coping with COVID](https://provost.uiowa.edu/sites/provost.uiowa.edu/files/wysiwyg_uploads/How%20to%20Resolve%20Co-Worker%20Conflicts%20over%20Coping%20with%20COVID-19.pdf)

**UI Resources and Programs**

Leadership Development is an ongoing effort at the University of Iowa and in our Orgs.  The UI Organizational Effectiveness and Learning and Development teams are hard at work creating, updating and enhancing many training and development opportunities for leaders at all levels and supervisors, current and prospective.  Check out the links below.

[Leadership Development](https://hr.uiowa.edu/development/leadership-development)

* [Program review and comparison](https://hr.uiowa.edu/development/leadership-development/select-program)
* [Resources](https://hr.uiowa.edu/development/leadership-development/leadership-development-resources)
* [Elevate](https://hr.uiowa.edu/development/leadership-development/elevate) - In partnership with Corridor Women Connect, an external opportunity

[Leadership Competency Framework](https://hr.uiowa.edu/development/leadership-development/leadership-competency-framework)

[Supervisor Training@Iowa](https://hr.uiowa.edu/administrative-services/supervisor-trainingiowa)

[Supervisor Toolbox](https://hr.uiowa.edu/development/supervisors-toolbox)

[Supervisor Guide to Onboarding](https://hr.uiowa.edu/careers/onboarding/onboarding-info-supervisors/supervisor-guide-onboarding)

**Your Org 02/35 HR Team**

Many of you are familiar with [Clifton Strengths](https://www.gallup.com/cliftonstrengths/en/252137/home.aspx) and the philosophy of positive psychology.  In May 2019, Gallup launched the new book [**IT'S THE MANAGER**](https://shop.gallup.com/books/its-the-manager.html)by Jim Clifton and Jim Harter, packed with 52 discoveries from Gallup's largest study on the future of work.  Your HR team is hard at work tailoring a workshop for supervisors to walk through and learn to apply the strengths-based philosophy to your regular supervisory and coaching strategies.  Feel free to reach out with thoughts or preferences on what this might look like and we'll be in touch when we've got a draft/plan to share!

**External Development/Training Opportunities**

* [**Individual and Team Performance (ITP) Metrics**](http://itpmetrics.com/) Lab - *Free*team assessments to help you learn about each other and improve or enhance your teamwork!  Area to assess include leadership, peer feedback, team dynamics, conflict style, and personality.  These activities and following discussion can be a great teambuilder.
* **\**New***[**People Manager Qualification Program**](https://www.shrm.org/pmq) from SHRM.org.  Designed to help supervisors develop skills for successfully managing teams, Elle - a virtual character in the program, will help you through an interactive, gamified and edutainment focused virtual learning experience to build solid people and team leadership skills.
* Tune into the recent Gallup webcast on [**Building Resilience: How Managers Lead Post-Crisis Performance**](https://event.on24.com/wcc/r/2407086/DFFFC27CAFC7284D3F78EF524DA74413?mode=login&email=emily-kleinmeyer@uiowa.edu), focused on employee engagement.

[Boss to Coach](https://provost.uiowa.edu/sites/provost.uiowa.edu/files/wysiwyg_uploads/Gallup%20bosstocoachvirtualcourseflyer.pdf) One - Virtual Training from Gallup to *accelerate performance* through conversations and coaching.

* Check out[**Reality-Based Leadership**](https://www.realitybasedleadership.com/)**,** a philosophy developed by Cy Wakeman, self-proclaimed drama researcher and renowned speaker.Her research has shown that the average employee spends nearly 2.5 hours per day in drama and she made it her mission to support today's leadership on a mission to reduce drama and increase employee accountability.  These changes, in turn, increase productivity, employee engagement and satisfaction.

            For Leaders: [**Lead in Uncertainty and Crisis**](https://www.realitybasedleadership.com/leader-and-team-virtual-sessions/?inf_contact_key=ebf9042d72fdb3d74856e383f4cb16fcf651f238aa2edbb9c8b7cff03e0b16a0)**.**A new 2 hour webinar for leaders.

**Resources**

[Gallup.com/workplace](http://gallup.com/workplace)

[Shrm.org/ResourcesAndTools/hr-topics](http://shrm.org/resourcesandtools/hr-topics)

[Cupahr.org/magazine/](http://cupahr.org/magazine/)

[Realitybasedleadership.com/category/leadership/](http://realitybasedleadership.com/category/leadership/)

[Follow Emily on LinkedIn!](https://www.linkedin.com/in/emilykleinmeyer/detail/recent-activity/)

[December HR page archive](https://provost.uiowa.edu/sites/provost.uiowa.edu/files/wysiwyg_uploads/Supv-Mgr%20page%20archive%20Dec%202020.docx)