



**If you attended past ELEVATE trainings from May 2020 to Jan. 2021,
use the following training conversions & dates to fill out your ELEVATE Supervisor Certificate Checklist**

NEW TRAINING TITLES REQUIREMENTS	OLD TRAINING TITLES & DATES
<p>ELEVATE 101 Onboard for Onboarding</p>	<p>←</p> <p>Onboarding and Retention May 28, 2020 July 30, 2020 Jan. 12, 2021</p>
<p>ELEVATE 201 Teaching Through Feedback & Performance Evaluations</p>	<p>←</p> <p>Navigating Tough Conversations and Offboarding March 10, 2020 Aug. 4, 2020 Jan. 12, 2021</p>
<p>ELEVATE 301 Speaking the Language of Career Competencies</p>	<p>←</p> <p>Student Core Growth March 12, 2020 July 7, 2020 July 28, 2020 Jan. 13, 2021</p>
<p>ELEVATE 401 Inclusive Excellence in Campus Employment</p>	<p>←</p> <p>Diversity, Equity and Inclusion and Working with Student Employees May 29, 2020</p>
<p>ELEVATE 501 Off to Offboarding</p>	<p>←</p> <p><i>This is a new training with new content. No past training offered.</i></p>
ELECTIVES	
<p>ELEVATE 404 Supervising in a Multigenerational Workforce</p>	<p>←</p> <p>Supervising Gen Z in a Multi-generational Workplace May 27, 2020 July 9, 2020 Aug. 5, 2020</p>

SUPERVISOR CERTIFICATE CHECKLIST

TRAININGS CAN BE TAKEN IN ANY ORDER – THERE ARE NO PREREQUISITE TRAININGS



ONBOARDING

1 REQUIRED TRAINING

ELEVATE 101

On Board for Onboarding

Date of Training

STAFF DEVELOPMENT

1 REQUIRED TRAINING

ELEVATE 201

Teaching Through Feedback & Performance Evaluations

Date of Training

CAREER DEVELOPMENT

1 REQUIRED TRAINING

ELEVATE 301

Speaking the Language of Career Competencies

Date of Training

SUPERVISOR DEVELOPMENT

1 REQUIRED TRAINING

ELEVATE 401

Inclusive Excellence in Student Employment

Date of Training

OFFBOARDING

1 REQUIRED TRAINING

ELEVATE 501

Off to Offboarding

Date of Training

***** OPTIONAL *****

For your elective, did attend a **SHAPE** training offered by the **Lory Student Center**

Yes No

CHOOSE 1 ELECTIVE TRAINING

200-LEVEL ELECTIVE
Enter Training Title Below

Date of Training

CHOOSE 1 ELECTIVE TRAINING

400-LEVEL ELECTIVE
Enter Training Title Below

Date of Training

CHOOSE 1 ELECTIVE TRAINING

400-LEVEL ELECTIVE
Enter Training Title Below

Date of Training

***** OPTIONAL *****

For your elective, did you attend a **Supervisor Development Program** training offered by **Talent Development**?

Yes No