



## **ORGANIZATIONAL GROWTH, INC**

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### **HIGHLY EFFECTIVE SUPERVISORS**

Developed by Nate Terrell, LCSW and Anita Foeman, Ph.D.

- 1) Find their “own voice” which incorporates the prerogatives and needs of both upper-level management and those they supervise.
- 2) Are highly accessible and regularly “check in” with supervisees to see how they are doing and what challenges they are facing.
- 3) Empower supervisees to continually improve their skills, knowledge, etc. through effective support, teaching and coaching.
- 4) Provide feedback in a manner that encourages rather than deflates.
- 5) Model and promote integrity, fairness, accountability, etc. at all times.
- 6) Know that viable authority is developed through vision, leadership and expertise rather than “power plays.
- 7) Maintain appropriate professional and personal boundaries with supervisees.
- 8) Develop clear expectations for the performance of the people they supervise and consistently follow up on how well these expectations are being met.
- 9) Build a deep sense of teamwork, mutual trust, etc. within their program.
- 10) Keep supervisees focused on the achievement of a clearly defined mission.
- 11) Effectively manage and balance their time so that they are able to accomplish the tasks that are most important.
- 12) Maintain an “abundance mentality” so they seek elegant solutions to problems which incorporate the truthful elements in a variety of perspectives.
- 13) Act as if they are already in the future they envision and then mobilize supervisees members to get there.
- 14) Acknowledge mistakes and view them as learning opportunities.
- 15) Radiate positive energy, trust in others and strong leadership.
- 16) Lead by example and have the courage to not take the “easy way out.”
- 17) Respond differentially to the learning needs and interpersonal styles of team members.
- 18) Focus on process issues, particularly when they block task completion.

- 19) Recognize and respond appropriately to relevant personality, cultural and gender issues.
- 20) Maintain their sense of internal balance and peace of mind even when confronted by significant challenges.
- 21) Teach supervisees how to effectively manage their stress, avoid burnout and achieve a sense of resilience.
- 22) Focus their energies on changing what they can and letting go of what is beyond their domain.

