

# STEPPING UP TO STAFFING AND SUPERVISION

## Workshop Presenter:

Susan Beaumont is a consultant, author, coach, and spiritual director. She has consulted with over one hundred congregations and denominational bodies across the United States and in Canada. She is known for her ground-breaking work in the leadership dynamics of large congregations.

Before establishing her own practice, Susan worked for nine years as a Senior Consultant with the Alban Institute. Susan has also served on the faculty of two business schools, teaching graduate level courses in leadership, management and organizational behavior. She consulted with nonprofit organizations and corporate clients in leadership development and change management. She has corporate experience in human resource management and organizational development.

Rev. Beaumont is an ordained minister within the American Baptist Churches, USA. She currently attends a Presbyterian Congregation. Susan's educational background includes a M.B.A. from Northwestern University and a M.Div. from McCormick Theological Seminary. She is a graduate of the Shalem Institute Spiritual Guidance program. Susan is known for engaging the best of business practice, filtered through the lens of careful theological reflection. She moves easily between discernment and decision making, and nurtures the soul of the leader along with the soul of the institution.

**[bwcumc.org/steppingup](http://bwcumc.org/steppingup)**

**November 6-7, 2018**

9 a.m. – 4 p.m. each day

Foundry UMC  
1500 16th Street NW • Washington, DC

Pre-registration required

## Registration

\$550 (includes team leader) plus \$50 per person on the team. This includes meals and materials for the two-day workshop.

Online registration at: **[tiny.cc/steppingup](http://tiny.cc/steppingup)**

## WHAT WILL YOU GET FROM THIS LEARNING RETREAT?

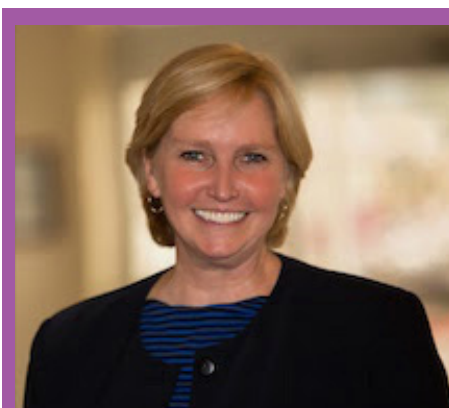
- An outstanding learning experience led and presented by Susan Beaumont, premier consultant in the field of staffing in a faith-based context
- All materials that you will use during the event
- Concrete, practical, immediately useful tools and approaches to staffing and supervision in your congregation
- Your own copy of Susan's book, *When Moses Meets Aaron: Staffing and Supervision in the Large Congregation* (Alban, 2007)
- Opportunities to interact with your peers over the course of the event

## WHAT WILL YOU LEARN?

- Develop an understanding of supervision as performance management
- Examine the interface between covenantal and employment relationships
- Understand the importance of a job description and learn how to design one
- Explore techniques for setting performance expectations
- Distinguish between 3 types of feedback conversations: the daily check-in, the quarterly goals update and the annual performance appraisal
- Learn to hire right, so that managing becomes easier
- Practice writing performance goals
- Learn to deal with the chronic underperformer
- Explore the process of progressive discipline, leading to termination

## WHO SHOULD ATTEND?

- Senior Pastors, Administrators, Supervisors
- Church School Directors & Supervisors
- Personnel Committee members



**Susan Beaumont**