

# Skills for Success Curriculum Resource Cover Page

## Organization

CESBA
-------

## Curriculum Resource

<p><b>Introduction to Frontline Leadership and Supervising Skills</b></p> <p><i>This course addresses leadership in employment areas such as manufacturing, retail, offices, and warehouses. The course introduces the 5 most common styles of leadership, along with information and tips on workplace ethics and behaviours, meetings and presentations, positive language, diplomacy and offering feedback.</i></p> <p><i>This course may introduce some unfamiliar terms and vocabulary to the learner, although each term is introduced and explained in this course, instructors may wish to review the course first to be sure that it suits the level of their learner - prior to instruction.</i></p>
--

## OALCF Alignment

Competency	Task Group	Level
Competency A -Find and Use Information	A1. Read continuous text	2,3
Competency A -Find and Use Information	A2. Interpret documents	2
Competency A -Find and Use Information	A3. Extract information from films, broadcasts, and presentations	N/A
Competency D - Use Digital Technology	N/A	2
Competency E - Manage Learning	N/A	2
Competency F- Engage with Others	N/A	N/A

**Goal Paths (check all that apply)**

- Employment
- Apprenticeship
- Secondary School Credit
- Postsecondary
- Independence

**Embedded Skills for Success (check all that apply)**

- Adaptability
- Collaboration
- Communication
- Creativity and innovation
- Digital
- Numeracy
- Problem Solving
- Reading
- Writing

**Notes:**

Suggested milestones for this resource: 3, 6, 14, and 17



# Introduction to Frontline Leadership and Supervising Skills

Online Curriculum Link Included

**Pathway Pillar** – Workplace Literacy

**Project Manager:** Charlotte Parliament, CESBA Program Manager

**Project Coordinator:** Debera Flynn

**Project Consultants:** Angela Williams and Susan Boyd

**Project Support:** Paul Cox, CESBA Executive Director

Thank you to the many CESBA members that supported the project by reviewing curriculum resources.

Developed by Angela Williams for CESBA. © 2023 CESBA. CESBA encourages the distribution of this information. Please credit appropriately when portions are cited. The preferred citation is: CESBA (2023) Skills For Success Curriculum Resources from <https://cesba.com>



This Employment Ontario service is funded in part by the Government of Canada and the Government of Ontario and through the Canada-Ontario Job Fund Agreement.

## Skills for Success: Frontline Leadership and Supervisor Training



Please click on the link below or copy and paste it into your address bar.

When clicked, the link will direct you to an online course about leadership and supervisory skills in the workplace.

Follow the instructions in each lesson and complete the review task at the end of the course.

<https://rise.articulate.com/share/LWEZ5q9aF3JsfXuRMS6w8Y5fS1DfR8Bw>