



CENTRAL VIRGINIA CRIMINAL JUSTICE ACADEMY

Training Announcement



- TITLE:** First Line Supervisors School for All DCJS Disciplines
- LOCATION:** CVCJA
1200 Church Street
Lynchburg, VA
434/455-6190
- DATE/TIME:** November 16-20, 2026 (0800-1700 Hours)
- DESCRIPTION:** This course is a 1st Line Supervisor for all DCJS disciplines. Personnel must adhere to the Academy's dress code policy.
- REGISTRATION:** Individuals wishing to reserve a slot must submit a student **enrollment form**. **Non-member agency personnel, \$75.00/day.**
- CONTACT:** For additional information, contact Ron Staton at (434) 455-6188.
- CREDITS:** **34 Career Development, 2 Cultural Diversity and 4-legal**

INTRODUCTION TO FIRST LINE SUPERVISION 2026

AN INTRODUCTION TO SUPERVISION. 2 hrs.

(This portion of the training lays the foundation for the week, with a look at the evolution of the role of the supervisor and some self- examination of our own strengths and weaknesses)

STRESS AWARENESS FOR SUPERVISORS. 2 hrs.

(We deal with the idea that now as a supervisor you are responsible for not only your own wellbeing, but also that of those that you supervise)

INTERPERSONAL COMMUNICATION FOR SUPERVISORS. 4 hrs.

(This portion is a hands on approach, through the use of various realistic role play scenarios to practice, and to use the various communication skills, and recognize the good and bad possibilities of the potential outcomes)

THE COLORS OF SUPERVISION (Diversity) 2 hrs.

(This section is a fun way to look at what makes us individuals, (personalities) and then ties it in to some “good and bad” ways of supervising/motivating our subordinates to perform to their best through the use of hands on exercises and role plays)

STAFF RELATIONS AND EEO. 4 hrs.

(Here we discuss, EEO laws and sexual harassment laws, as well as FMLA, and the impact these and other workplace legislation has had, and continues to have on the workplace and the first line supervisor)

COMMUNICATION AT WORK. 6 hrs.

(This section of the training looks at 2 of the more important functions a supervisor should be concerned with, conducting/handling a proper new employee orientation/orientation period, as well as conducting performance appraisals of both new and incumbent employees. This is a hands on, role play, class discussion driven portion of the curriculum)

DEALING WITH EMPLOYEES. 6 hrs.

(This section ties everything together, in what are called coaching roleplays, and scenarios. This is where the supervisor has a chance to put all previously covered information for the week to use in practical application/ role play scenarios.)

This section includes conflict resolution and mentoring.

SUPERVISING VARIOUS GENERATIONS IN THE WORKPLACE. 2 hrs.

(Similar to the prior section, we explore some of the differences in the generations, and again based on exercise and role plays discuss some of the best ways to supervise/motivate our subordinates.)

SUPERVISOR LIABILITY ISSUES (legal) 4 hrs.

(This is an exploration of cases and legislation, as well as a discussion of agency policy that focuses on the additional responsibility of assuming potential responsibility/liability for subordinate's actions.)

DISCIPLINE. 4 hrs.

(This section ties everything together, in what are called disciplinary roleplays, and scenarios. This is where the supervisor has a last chance to put all previously covered information for the week to use in practical application role plays.)

Supervision in times of crisis 4 hrs