



PennState
Scranton

Center for
**Business Development
& Community Outreach**

Friday Morning Supervisory Series **9:00 a.m. – Noon \$89 each**

These programs are helpful for supervisors, managers, human resource professionals and work teams. Group and multiple session discounts available.

- March 22, 2019 - **Managing Time & Priorities**
- April 5, 2019 - **Supervising Projects**
- May 3, 2019 - **Interviewing and Selecting Employees**
- May 17, 2019 - **Building Work Relationships/ Social Styles**

SHRM ESSENTIALS OF HUMAN RESOURCES

This course addresses six key human resources subjects. Ideal for those just starting out in human resources or an effective way to boost employee skills.

Saturdays, May 11 and 18, 2019 • 8:30 a.m. - 3:30 p.m.

SUMMER 2019 NITTANY CUB CAMPS
NOW OPEN FOR REGISTRATION
sn.psu.edu/cubcamps

Register at scranton.psu.edu/center
For more information contact the Center for Business Development and Community Outreach at
570-963-2600