

## **NO-COST, ON-SITE TRAINING AVAILABLE FOR PAX SUPERVISORS**

Do you know how to give performance feedback? Do you know how to receive performance feedback? This class teaches the skills necessary to give and receive performance feedback in a manner that maintains relationships and increases performance. Feedback opens the door for discussion and problem solving. When feedback is given constructively, the receiver is more likely to listen non-defensively and take appropriate action.

### **Event Details:**

**Date:** 26 September 2012

**Location:** Frank Knox, Bldg 2189, Room 130

**Time:** 1100 – 1200

**Audience:** Supervisors, managers, and team leads (Civilian and Military)

**How to Register:** PAX River NAVAIR team employees should submit a planned training request through the Navy ERP Portal at <https://ep.erp.navy.mil>. Select "NAVAIR Course Catalog" and then "Supervisory & Managerial."

For more information, please phone (301) 757-4122.