



**SNEAPPA**  
Southern New England Chapter of APPA

September 2018

Dear SNEAPPA Colleagues --

SNEAPPA is pleased to offer an autumn session of APPA's **Supervisor's Toolkit Program**, Tuesday, October 23 through Friday, October 26, 2018 at Eastern Connecticut State University in Willimantic, CT.

**Supervisor's Toolkit: Nuts and Bolts of Facilities Supervision** is a seven-module program designed and developed by APPA, presented over approximately thirty-two hours. This unique course, taught by master and qualified trainers, is tailored specifically for educational facilities professionals. The content provides a strong foundation for new or less-experienced supervisors, yet it also benefits all levels of supervisors, managers, and directors who have never had formal supervisory training or who may benefit from a refresher course.

The facilitator for this program will be Nancy Yeroshefsky, retired in 2017 from the positions of Director of FM, Human Resources (HR) at the University of Maryland College Park. Nancy has over thirty years of HR experience, with more than twenty-seven years in facilities management.

All participants will be provided with an official *Toolkit Participant Guide* and handouts from which they will work during the training. Each workbook remains the property of the participant. Certificates of Completion, as well as 3.0 continuing education units (CEU), are provided by APPA for each participant completing the training program. (Participants are required to complete the four days of training to receive certificates and CEUs.)

The registration cost is only **\$295** per person thanks to a significant scholarship subsidy provided by the *Joseph D. Rubertone SNEAPPA Scholarship Program* to make this valuable professional development program more affordable for our membership. The registration includes all training breakfast, lunch, parking, and beverage breaks, along with training materials referenced above. Transportation to/from the training site and overnight lodging, if necessary, are not included in the registration cost and are the responsibility of the attendee.

**Class size is limited to 30 participants** – so register early!! Registration can be completed online at <http://www.sneappa.org>. Additional program details are attached and any questions regarding program or area lodging can be directed to SNEAPPA President, Chris Dupuis at [cdupuis@commnet.edu](mailto:cdupuis@commnet.edu) or (860) 723-0315.