

# Mandatory Training for Supervisory Employees (FY2024)

(Required in addition to Mandatory Training for Employees)

Training Topic & Time Commitment	Mode of Training	Frequency	Training Point of Contact
<b>Ongoing Supervisory Training</b> —1 hour minimum	<ul style="list-style-type: none"> <li>On-line or instructor led as announced (Supervisory All-hands)</li> </ul>	Required Annually	Kristin Hanmer (HRD)
<b>Veteran Employment Training for Hiring Managers</b> —1 hour	<ul style="list-style-type: none"> <li>On-line or instructor led as announced (Supervisory All-Hands)</li> </ul>	Required Annually	Melanie Simms (HRD)
<b>Employing Individuals with Disabilities</b> – 1 hour	<ul style="list-style-type: none"> <li>On-line or instructor led as announced (Supervisory All-Hands)</li> </ul>	Required Annually	Melanie Simms/April Lane (HRD)
<b>Whistleblower Protections Training</b> —1 hour	<ul style="list-style-type: none"> <li>Supervisory All Hands</li> </ul>	Required Annually	April Lane (HRD)

*\*Total Time Commitment for FY24 for current supervisors = 4 hours*