

Faculty of Forestry Management Series

**Managing for Organizational Effectiveness:
A One-day Workshop for Managers and Supervisors**

March 30, 2000

**State University of New York
College of Environmental Science and Forestry
Syracuse, NY**

Sponsored By—

SUNY-ESF Faculty of Forestry and
ESF Continuing Education

Managers from all sectors of the forestry and environmental community face tremendous challenges in leading their organizations in today's dynamic political and business environment. Remaining focused on strategic priorities and achieving performance goals in the face of change becomes increasingly more difficult each day.

In addition, natural resource managers also are faced with challenges related to employee expectations, environmental compliance, improving operating efficiencies, and optimizing multiple land use objectives. These factors make it necessary to keep employees informed, motivated and involved as key players in the success of the whole organization.

This workshop will provide natural resource managers with the following tools:

- An overview of the changes and challenges facing organizations in 2000.
- Practical strategies that will contribute to higher levels of problem solving, collaboration and effective performance in your organization.
- A working knowledge of the management and leadership skills necessary for success.

Who Should Attend: Managers, foremen and personnel from all sectors of the forestry community who are accountable for bottom line results will benefit from this seminar. If you feel that your organization is capable of operating at a higher level of effectiveness, but are frustrated with current and/or past change initiatives, this seminar will provide valuable insight and ideas to help your organization move forward.

Program Faculty:

Dr. Ted Pietrzak is a performance specialist whose organization, *PerformanceEDGE*, leads groups and organizations to increased effectiveness in measuring and developing performance and achieving results. His experience in technical environments includes work with production, support operations, research, employee development and business process improvement. He worked for major US companies such as PPG Industries, Polaroid and Pall Corporation. With a focus on improving performance and results, Ted works at the individual, group, managerial and organizational levels especially where people, strategy and systems interact with each other.

Dr. René Germain, Assistant Professor, SUNY-ESF brings a balance of applied and theoretical knowledge to the subject of organizational management. Prior to completing his Ph.D. in Forestry at SUNY-ESF in 1997, he worked 8 years with the forest products industry as woodlands manager/vice president for Ward Lumber Company. It was in this industry setting that he integrated knowledge from both his undergraduate forestry degree and Masters of Science in Business Administration. Presently, he teaches the College's Principles of Management course as well as a course in Wood Procurement and Supply Management.

Managing for Organizational Effectiveness

Preliminary Agenda

9:00 Participant/Instructor Forum

Review of Pre-session Surveys
Participant Expectations and Challenges

9:30 Organizational Profiles

Understanding your organization's mission
Ensuring that your suppliers and customers understand your mission
Developing measures of success

11:00 New Managers: The Art and Science

Qualities of effective managers
New Roles for Managers

12:00 Lunch

1:00 Decision Making and Problem Solving

Problem identification
Decision making framework
Action planning

3:30 Wrap-up

4:00 Adjourn

Managing for Organizational Effectiveness

Registration Information

Simply fill out and mail the registration form and participant survey with your workshop deposit or fee. To tentatively reserve a space, call ESF Continuing Education at (315) 470-6891, or FAX (315) 470-6890.

Enrollment is limited .

Please register early to ensure your place.

Date: March 30, 2000

Location: SUNY ESF, Syracuse, NY. Directions will be sent with your confirmation.

Workshop Fees, payable to SUNY ESF: The fee for this course is \$145, which includes instructional materials and lunch. There is a \$20 discount for fees paid by check or credit card and postmarked by March 15, 2000.

Early Registration Deadline: March 15, 2000

Refunds: Participants who wish to withdraw from this program must give written notice 10 days prior to course to receive a full refund. A \$35 cancellation fee will be retained after that, however, no refunds will be granted if notice is received the day of the workshop or after. Substitutions are permissible at any time. SUNY ESF reserves the right to cancel this program in the event of insufficient registrations; full refunds will be made in such case.

For information, call Horace Shaw at (315)470-6891.

Managing for Organizational Effectiveness Registration Form

Please print and fax or mail to ESF Continuing Education

Name _____

Organization _____

Address _____

City _____ State _____ Zip _____

email _____ Phone (____) _____ Fax (____) _____

Register me for Managing for Organizational Effectiveness on March 30, 2000.

Enclosed is my workshop fee,

- Fees: **If paid** by March 15, 2000: \$125
 If paid after March 15, 2000: \$145

Credit Card Payment: VISA Mastercard Account Number: _____

Signature : _____ Expiration Date: _____

Special needs: _____

Mail form to: ESF Continuing Education, SUNY College of Environmental Science & Forestry, Syracuse, NY 13210-2784

FAX: 315-470-6890

Managing for Organizational Effectiveness

Participant Background Survey

Please print, complete and return this survey with registration form:

1. Can you state your organization's and your group or department's mission?

2. Do you know how your job contributes to the organization's objectives?

3. Please list the major challenges facing your organization today.

4. What does your organization need to face the challenges in the future?

5. What is the most difficult part of your job? **Why?**

6. Do you have any supervisory responsibilities? If so, how many people do you supervise?

7. What additional skills do you need to be a more effective supervisor/manger?

8. What particular areas would you like addressed in the workshop that may improve your management skills and success in the organization?
