

Monica Kelly

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Sent: Thursday, March 6, 2025 1:48 PM
To: Monica Kelly; Meher Shulman
Subject: <EXTERNAL>Supervision 2 of 2

SUPERVISION

Daily check ins - twice a day
↳ admin supports supervisors

one on one supervision - policy
↳ monthly
new hires → weekly, then biweekly, then monthly
flexible → do what the employee needs

- As needed → request from supervisor/ee

↳ mo + annual review
↓
initial or just annual → w/ self review/evaluation

probationary period? Start but you could return to it
no surprises → action plan

encourage supervisors → ask people how they want to grow
growth happens with supervision
growth is different for everyone
passion

SUPERVISION

Current

Weekly 1:1 check-ins w/ supervision

Supervisee runs their supervision
+ written accountability manual

effective tool

PD

Changes

Peer feedback
↳ what are the steps to get there

consistent accountability tool for supervision
* flexible w/ freedom

Clarity in goals and how they are furthering the strategic plan.

PD

SUPERVISION

ross org. shared learnings about

Cultural humility

collective ethics statement

accountability

namings
power

manager training - ^{how to} providing ^{best} feedback

conversational & coaching

Open door

