

HUMAN RESOURCE SERIES FOR SUPERVISORS (HRSS) CERTIFICATE PROGRAM in SPANISH - 2017 - Salinas, CA

We are pleased to announce that APMA will be offering Human Resource Series for Supervisors (HRSS), a nine-course Certificate Program designed specifically for Agricultural Supervisors. Classes are currently offered in Spanish and can be taken individually or as part of a curriculum leading to a certificate.

Supervisors are a crucial asset to your company's ability in ensuring worker productivity and operational success. They are often placed in the forefront of regulatory enforcement in the course of workplace investigations, resulting in potential liability for the company. This program will offer critical information in areas of agricultural laws and regulations, human resources, safety, food safety, workers' compensation, management and training skills. Participants will also receive leadership development training for managing employees – from motivation to discipline. Graduates of the program will be able to understand laws and regulations pertinent to our industry, identify issues, respond properly and timely to employee complaints and inquiries, interpret and apply company policies, and contribute towards general compliance and growth of your organization.

This unique program consists of nine 3-hour core courses that are required for the certificate. Participants may take courses in any sequence.

Location for all sessions: **Grower-Shipper Association Conference Room**
512 Pajaro Street, Salinas, CA 93901

Time for all sessions: **9 am – 12 pm** (Please see class schedule on page 2)

SUPERVISOR SERIES REGISTRATION FORM- Salinas - 2017

Members of co-sponsoring organizations will receive a member rate. Please select one:

APMA CFLCA GSA FELS UnitedAg Western Growers

Cost per class: \$95/member of co-sponsoring organization \$125/non-memeber

Program Cost (includes all 9 classes) : \$800/member \$1050/ non-member

Company Discount (2 or more from the same co.) : \$700/ member \$950/ non-member

Attendees: 1. _____ 2. _____
 3. _____ 4. _____

Company: _____

Address: _____

Phone: _____ Email: _____

Please submit your registration and payment to: APMA, 512 Pajaro Street, Suite 7, Salinas, CA 93901 or via fax (831) 422-7318, email: apma20@pacbell.net or register online at www.agpersonnel.org.

Please contact APMA at (831) 422-8023 for individual class flier or visit our website www.agpersonnel.org

2017 Supervisor Series Salinas Schedule

Grower-Shipper Conference Room, 512 Pajaro Street, Salinas, CA 93901

All classes will be presented in SPANISH

DATE	COURSE		PRESENTER
May 17, 2017	101:	Introduction to Human Resources: Recruitment, Selection & Retention - Tools, Procedures, Forms & Immigration Compliance	Julio Sanchez, MBA, General Manager, RAMCO Enterprises
June 7, 2017	103:	Compensation Strategies and Benefits, Wage & Hour Regulatory Compliance	Julio Sanchez, MBA, General Manager, RAMCO Enterprises
June 21, 2017	108:	Food Safety and Social Responsibility Compliance	Lucy Valdovinos – Director of Corporate Compliance, RBI
July 20, 2017	105:	Safety, Accident Reporting and OSHA Regulations	Vanessa Galvan –Zenith Insurance Company & Alfredo Jauregui, Pan American Insurance Agency
August 9, 2017	102:	Regulatory Compliance and Company Policies	TBD
TBD	106:	Workers' Compensation	TBD
August 23, 2017	104:	Handling Discipline & Discharge, Preventing Violence and Harassment in the Workplace	TBD
September 13, 2017	109:	Leadership Development and Training	Lourdes Gonzalez, MBA, CIHM, CLCS, AFIS, HRP – Director of HR, Gowan Co.
September 27, 2017	107:	Labor Relations and Employee Communications	TBD

PRESENTING & CO-SPONSORING ORGANIZATIONS

