

**Naval Surface Warfare Center Dahlgren
FY05 New Programs**

Focus Area	Anticipated # of Days	Target Audience	Delivery Mode	Expected Objectives
Career Development	2	All NSWCDL employees	Classroom	NSWCDL has a rich tradition as a learning organization that provides its employees a wide array of opportunities for personal and professional growth. Employees are encouraged to partake in a large catalog of training programs, academic programs and action learning assignments. The objective of this program is to train employees in the essential skills of organizational learning, behavioral knowledge, optimal personal performance, time management, and other relevant subjects. The program is intended to provide our employees the knowledge, skills and abilities (KSAs) to intelligently plan and effectively utilize the rich training and development resources available to them. Elements of the curriculum desired for inclusion in this program are: Myers-Briggs for self-mastery, Learning Skills Questionnaire, decision making analysis, emotional intelligence profiles, and other relevant analytical and guidance tools. This program is intended to be a minimum length of two consecutive days taught on-site.
Development of Others	2	1 st Line Supervisors, Team Leads	Classroom	This program is intended to enable participants to understand and utilize the fundamental and essential supervisory theories and skills that are focused on enabling them to empower their staffs and/or subordinates to reach their maximum potential as NSWCDL employees, colleagues, and team members. The objective is to introduce, indoctrinate, and encourage participants to use what they learn on-the-job. Therefore, a practical application for learning outcomes is necessary. This program must include elements of train-the-trainer enabling participants to use basic coaching and supervisory skills for use in developing "teachable moments" that instruct and motivate staff members. Elements desired for inclusion in this program include: coaching (not mentoring) skills, interpretation of Myers-Briggs personality types, formalized employee performance development planning, establishment of goals, collaboration, recognition and rewards for achievement and for motivation, analyzing performance problems and other relevant analytical and guidance tools. This program is intended to be a minimum length of two consecutive days taught on-site

Enclosure (1)

