



Employee Management Workshop Series

Dates: February 15, February 22 and March 1 (3 consecutive Tuesdays)

Place: Northwest Iowa Community College – Sheldon
(also offered in 3 other eastern Iowa locations)

Time: 10:15am to 3:00pm each day

Fee: \$30 – includes materials and lunch each day

To Register: Kris Yeske, Sioux County Extension – 712-737-4230
or email kyeske@iastate.edu

- For farm operations with a small number of employees.
- Workshops highlight tools you can use in your operation to help with employee management issues.
- Time allowed to start implementing these methods for your agricultural operation.
- Learn from others – lots of discussion, not just lecture.
- Learn about resources available to aid in managing employees

Workshop I: What makes a good employer, how personality styles influence people management, Labor needs, job descriptions

Workshop II: Using job descriptions, communication issues, performance reviews and feedback, legal issues, the hiring process

Workshop III: Compensation issues, discussion with expert Dr. Bob Milligan who focuses on management of farms and small businesses, with an emphasis in human resource management