

LET'S TALK *AGRICULTURE*

Effective Supervision



Supervisors can protect young workers by providing regular training and supervision.



Training should occur regularly and often

- When training a new hire
- When given a new task or tool
- When switching tasks
- After an incident or close call
- Periodically to review policies & procedures

Training must be detailed, but only focus on one topic at a time. Most people only remember about 20% of what is taught, so supervision is necessary.



There are three types of supervision:

Constant: Worker is within sight and sound of the supervisor. *Most appropriate for new hires and new tasks.*

Intermittent: Worker is out of sight and sound for short periods of time, checking in every 15 minutes. *Most appropriate for workers with some experience with the task.*

Periodic: The worker is out of sight and sound for 15-30 minutes. *Most appropriate after the worker has safely and correctly completed the task several times.*



Checking In

Check in at the start of the day when assigning tasks and periodically throughout the day. Ask open-ended questions to check for understanding.

 **Don't ask, "Do you understand?"**

 **Do ask, "Please tell/show me how to do this."**



Talk About It

At what other times would training be necessary?
What is an example of an open-ended question?
Tell us about a time when you provided training.



Video Link

<https://bit.ly/effectivesupervision>

