

THE ROLE OF A K-STATE SUPERVISOR

As a supervisor at Kansas State University, you serve as a steward of the university's mission. You have a responsibility to support the university's legal and financial obligations and safeguard its financial, human, information, and physical resources. K-State expects supervisors to promote a safe, healthy, and professional working environment that encourages all members of the university community to contribute to excellence through the following roles:

Leader of employees - Establish direction for groups and individuals through creating organization-wide energy and optimism for the future.

Team builder - Foster open dialogue and collaboration among others for a sense of belonging and strong team morale.

Coach - Provide appropriate guidance and direction based on individual's capabilities.

Mentor - Develop others in their roles through a variety of actions.

Trainer - Offer formal and informal training opportunities to ensure employees are prepared to perform tasks.

A variety of competencies will be utilized to effectively serve as a K-State supervisor. While not comprehensive, some competencies identified for a supervisory role include:

Builds effective teams - Building strong-identity teams that apply their diverse skills and perspectives to achieve common goals.

Manages conflict - Handling conflict situations effectively, with a minimum of noise.

Directs work - Providing direction, delegating, and removing obstacles to get work done.

Develops talent - Developing people to meet both their career goals and the organization's goals.

Plans and aligns - Planning and prioritizing work to meet commitments aligned with organizational goals.