

Manager & Supervisor

Learning Opportunities for Growth & Development



About

The Office of Professional Learning in collaboration with City Manager's Collective and the SPAA has developed a 2026 calendar of learning opportunities aligned to the needs of managers and supervisors. Event details will be in Outlook calendar invites sent to you. Events marked "M" or "SP" indicate an item specifically identified by that group.

SELF PACED



Get Started with Microsoft Teams for Education



1.5 hours



Self-Paced



Online

SELF PACED



Collaborating with Microsoft Teams



2.5 hours



Self-Paced



Online

JAN
15

How to Be an Effective Workplace Leader



11:00 AM - 12:00 PM



OPTUM



Zoom



FEB
23

AI in the Workplace: Practical Applications for Staff in Higher Education



11:00 AM - 12:00 PM



Alison Gurganus



Zoom



MAR
19

How to Address Performance Concerns



11:00 AM - 12:00 PM



OPTUM



Zoom



APR
23

Get the Best of Stress



11:00 AM - 12:00 PM



OPTUM



Zoom



YOU *belong* HERE

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JUN 18	CalPERS: Understanding Your Retirement 🕒 11:00 AM - 12:00 PM 🧑 CalPERS 📍 Zoom (M) (SP)
JULY 16	How to Use Conflict as an Opportunity for Managers 🕒 11:00 AM - 2:00 PM 🧑 OPTUM 📍 R-109 (M) (SP)
JULY 23	Using Canva for Education: Design Made Simple 🕒 11:00 AM - 12:00 PM 🧑 Saribel Morales-Rivera Marley Rodriguez 📍 R-109 (SP)
AUG TBA	De-Escalation Training 🕒 11:00 AM - 12:00 PM 🧑 SDCC Mental Health 📍 R-109 (SP)
AUG 13	Social Media & Marketing in Higher Education 🕒 11:00 AM - 12:00 PM 🧑 Cesar Gumapas 📍 R-109 (M)
OCT 15	Adobe Creative Cloud 🕒 11:00 AM - 12:00 PM 🧑 SDCCD 📍 Zoom (M)
OCT TBA	First Aid/CPR 🕒 TBA 🧑 TBA 📍 In-Person (SP)