



Construction Education Council



Supervisory Program

Supervisory Program Registration Information

Date and Location

Cut-off Date April 9, 2015

MCA BC
123-3989 Henning Dr.
Burnaby, BC
604-205-5058

Part 1: April 23-25, 2015

Part 2: May 7-9, 2015

Time: 8:30 AM to 4:30 PM

The Cost

MCABC Member: \$ 2075 +GST/HST

CEC Member: \$1900 +GST/HST

Non-Member: \$2950 +GST/HST

BN# 867668436 RT 0001

How To Pay

Visa, MC, Cheque

Registration

Seating is limited to 20 students. A minimum of 15 attendees is required to run the program. Please send your registration to CEC by email tania@mcac.ca or by fax 613-235-2793.

General Information

All course materials, continental breakfast and lunch are included in the course fees.

For more information please contact

Tania Johnston

eMail: tania@mcac.ca

Website: www.constructioneducation.ca

This course is brought to you by MCABC in partnership with CEC.



The **Construction Education Council (CEC)** proudly presents the exclusive Gold Seal Accredited CEC Supervisory Program. After much research and countless hours of collaboration with many experts, CEC feels that it has the most comprehensive Supervisory program available to the construction industry. This program will take place over a 6-day period and will be split into two sessions of 3 days each. An assignment must be completed between the sessions. ***Successful completion of this course will provide you with 7 Gold Seal credits.***

Target Audience

The target audience for this course is foremen superintendents working in a supervisory capacity for a Construction Contractor. Apprentices have also indicated that this course is very useful in helping them to understand the role of the foreman and supervisor thus assisting in their day to day routine. This course is designed with the adult learner in mind and emphasizes participant/instructor group interaction.

Course Outline

Course content will include but not limited to the following broad topics:

- **Planning a project**, to include an understanding of the phases of construction, the staffing issues associated with construction, and the documents and protocols governing the construction process.
- **Executing the work**, emphasizing the importance of having key project controls in place to assist in managing the job site as the work is being performed as well the techniques for maintaining jobsite harmony.
- **Monitoring the work**, stressing an understanding of the elements and importance of monitoring the project as the construction progresses from start-up through to close-out.
- **Closing-out a project**, providing an understanding of the steps involved in closing out a project and stressing the importance it has for future projects.

Course Assessment

Course Assessment consists of various assignments and a case study. In total there are seven (7) and will cover the following:

- One group home assignment on "Production Management"
- One individual home assignment on "Prioritizing the Work"
- One in-class group break-out assignment on "Tools and Equipment Management"
- One basic case study on "Cost Coding"
- Three assignments on "Change Orders, Planning and Scheduling Work, and Material Laydown"

Your Instructor:

Gary Lehman will lead the 6 day program. Gary has been and instructor, teaching Supervisory courses to the industry for many years. He has worked extensively on the development of this program and is extremely familiar with the content.

Construction Education Council Supervisory Program

Registration Information:



Company Name: _____ Date: _____

Company Address: _____ Company Email: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Fax: _____ Student Email: _____

** Due to limited space, registration will be processed on a first come, first served basis. Register early to avoid missing out!*

To Register Please Check:

☐ Registrant : \$2420 ☐ CEC Member : \$1900 ☐ Non-Member : \$2950

Course Name		City	Province	Course Dates
No.	Attendees Name and Email	Sub Total	GST/HST	Total
1		\$	\$	\$
2		\$	\$	\$
3		\$	\$	\$
4		\$	\$	\$

Please Note: Registrations Cannot Be Processed Without Payment

Method of Payment:

☐ Cheque (Payable to CEC) ☐ Visa ☐ MasterCard ☐ American Express ☐ Invoice Me (Members Only)

Card Number: _____ Expiration: _____

Cardholder Name: _____ Signature: _____

Please fax registration to 613-235-2793 or by email to tania@mcac.ca

Special thanks go to course development sponsors:

