

# The New Supervisor Immersion (NSI) Program



## Overview

New supervisors need more than classes; they need opportunities for on-the-job application, a support network, and a mentor to reinforce and sustain what is learned in class. The School of Federal Leadership Excellence's (SoFLE) New Supervisor Immersion (NSI) program combines best practices in adult learning with positive organizational psychology to create a unique and impactful learning journey focused on the whole person. A feedback-rich and transformative experience, the NSI program is designed to provide federal supervisors with a deeper understanding of how to manage and lead, to work with peers to identify and solve problems, and to create a community that sustains personal and professional growth. After a rigorous nomination, selection, and approval process, members of the cohort attend a virtual orientation session that provides an overview of all program components. This 12-week program kicks off with a 3-day in-person session to foster social and collaborative bonds within the cohort. Learners will also attend virtual, instructor-led classes, work on projects in groups, and receive individualized feedback from a variety of facilitators, peers, and mentors. Throughout, the focus remains on helping new supervisors develop and practice the skills needed to address real-world challenges.



## Audience

The NSI program is designed for new and aspiring supervisors in GS-9 to GS-12 levels. Cohorts are formed from learners within the same agency, which allows for tailoring of the learning experience to the agency's specific needs.

SoFLE has leadership programs for other GS levels.

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## Why This Matters

New supervisors face personal challenges as they transition from being an individual contributor to a supervisor. The NSI program not only covers the essential 10 OPM Supervisor Competencies required to meet or exceed OPM and DoD civilian standards, but it also delves deeper. These competencies form the bedrock of a successful career in the federal workforce, empowering new managers to communicate and lead more effectively. The NSI program is meticulously structured as an accelerator program, offering a supportive environment for learners to experiment with and apply their newfound knowledge. Its aim is to expedite their transition into a supervisory role.



\*For more information about applications, travel, logistics, and other NSI program details, visit [SoFLE.ManagementConcepts.com/NSI](https://www.soFLE.ManagementConcepts.com/NSI) or call **800.506.4450**



## Customizable Program Elements

The NSI program features elements specifically designed to address both the individual learner and the agency's challenges. These program elements are where Management Concepts customizes the program to address the learner's and agency's needs.

### *Agency Level – Action Learning Project*

Throughout the program, learners will focus on an agency-specific issue, chosen in collaboration with the agency's program sponsor. Using the Action Learning methodology, learners will actively engage with the agency-specific issue under the guidance of a certified Action Learning Coach. This project will culminate in a final presentation back to the agency's program sponsor, featuring the cohort's findings and recommendations.

### *Individual Level – Independent Research Assignment (IRA)*

Each learner selects a thought leader, and conducts research into their methodologies, teachings, and messages. This involves reading blogs, listening to podcasts, and watching videos and recorded presentations. The insights gained from this research contribute to the IRA and offer learners valuable opportunities to apply their findings in both their professional and personal lives. At the end of the program, learners will craft a paper based on their research findings, which they will present to conclude the program.

## Program Outcomes

- » **Achieve a profound understanding of personal and career aspirations**, ensuring fulfillment is clearly defined and a strategic plan is in place for its realization.
- » **Successfully transition into a supervisory role**, developing the knowledge and skills required to move from being a technical or individual contributor.
- » **Enhance communication and problem-solving abilities**, using the Action Learning methodology to address and resolve actual agency challenges.
- » **Enhance team performance and collaboration efficiency**, mastering approaches that drive both individual and group success.
- » **Effectively manage stress in high-conflict and crisis situations**, applying proven stress management techniques to maintain high performance under pressure.
- » **Create a comprehensive action plan**, leveraging a career in federal service to fulfill professional aspirations.
- » **Establish a strong network of professional thought partners and a distinctive personal leadership brand**, building a foundation for sustained professional growth and influence.

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## Quick Facts



### Length

12 weeks in length, featuring approximately 140 hours of live instruction and facilitation (in-person and virtual instructor-led (vILT)) and independent study. Program includes two 3-day in-classroom sessions held at either the client location or Management Concepts' Washington, D.C. facility.



### Application Requirements\*

- Learner's application essay
- Letter of recommendation
- Letter of commitment



### Facilitators and Faculty

An ICF-credentialed coach/facilitator with experience in the federal workplace facilitates hands-on experiential activities and small group projects. Learners also meet one-on-one (1:1) several times with their accountability partners and mentors.



### Assessments

- Pre- and Post-Competency Assessment (based on the NSI's OPM-Aligned Fundamental and Supervisory Competencies)
- Gallup's *CliftonStrengths*®
- DiSC® Classic 2.0



### Delivery Methods

In-person and virtual instructor-led (camera and microphone required); independent study.



### Tuition

The NSI program is available for private group training only.

Please call **800.506.4450** for pricing.



### Class Size

Up to 24 learners; 1:24 ratio with facilitator.



### Program Pre-Work

- Gallup's *CliftonStrengths*® assessment



### Deadlines

Learners' application essays, letters of recommendation, and letters of commitment must be received no less than 6 weeks prior to cohort kickoff. Funding documents and final participant roster must be received no later than 4 weeks prior to desired program start date to guarantee cohort kickoff date. This is due to the amount of time normally required for learners to complete assigned pre-work (including assessments).





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## High-Level Program Timeline

<b>Application Deadline</b>	6 weeks prior to cohort kickoff	Learner essays, letters of recommendation, and letters of commitment must be received no less than 6 weeks prior to cohort kickoff date.*	
<b>Registration Close Date</b>	4 weeks prior to cohort kickoff	<b>IMPORTANT:</b> Funding documents and final participant roster must be received by this date to begin the program and guarantee cohort kickoff date. Welcome email sent to learners outlining travel and assessments directions.	
<b>Cohort Kickoff</b>	Program Start	90 minute vILT program orientation for all cohort learners and primary facilitator.	
<b>Build Cohesion/ Focus on Self</b>	Week 1	3 consecutive in-person classroom days at client site or Management Concepts' Washington, D.C. facility.* Includes: assessment debriefs and classroom instruction.	
<b>Apply Learning/ Focus on Teams</b>	Weeks 2–3	Week 2: 4 hours of vILT Action Learning and independent study (throughout the week) Week 3: 2-day vILT	
<b>Apply Learning/ Focus on Business Acumen</b>	Weeks 4–5	Week 4: 4 hours independent study (throughout the week) Week 5: 8 hours of vILT and independent study	
<b>Grow Cohesion/ Focus on Self</b>	Weeks 6–7	Week 6: 2-day vILT Week 7: 8 hours of vILT and independent study	
<b>Increase Knowledge/ Focus on Team</b>	Weeks 8–9	Week 8: 4 hours of independent study (throughout the week) Week 9: 1-day vILT	
<b>Agency Mission/ Focus on Business Acumen</b>	Weeks 10–11	Week 10: 4 hours of independent study (throughout the week) Week 11: 8 hours of independent study (throughout the week)	
<b>Celebrate Successes/ Focus on Experience</b>	Week 12	3 consecutive days in classroom. Includes: group activities, Action Learning and IRA presentations, and graduation.	
<b>NSI Content Availability Ends</b>	1 year after program completion	NSI materials will be available on our learning platform for one year after program completion.	

 **Live In-Person** classroom activities are held on consecutive days. In-classroom portions of the program are required for all learners.

 **Self-Guided Study** are important activities to be completed by learners alone using the MC Learning Hub. Not a live, virtual, or face-to-face activity.

 **vILT is live**, online/virtual instructor-led training and facilitation. Attendance in vILT sessions is required of all learners.

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