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PEI 30TH ANNIVERSARY
1996–2026

PEI Leadership Roadmap™: New Supervisor Roadmap™

Navigating the Critical Transition to Leadership



Navigating the Critical Transition to Leadership

Stepping into a supervisory role is one of the most significant career transitions a professional will experience. The skills that earned you success as an individual contributor may not be the ones that make you an effective leader. The New Supervisor Roadmap™ is designed to guide you through this pivotal journey with clarity, confidence, and purpose—helping you build the mindset, skills, and relationships needed to lead your team and drive results.

The Importance of a Structured Onboarding for New Leaders

Reduces Turnover
Leaders who receive strong onboarding are more likely to stay, reducing costly turnover and disruption.

Boosts Team Performance
Well-prepared supervisors inspire clarity, alignment, and accountability—driving stronger team results.

Enhances Employee Experience
Employees are more engaged when led by confident, equipped, and supportive leaders.

Builds Leadership Pipeline
Investing in new supervisors today creates a stronger bench of future leaders tomorrow.

Mitigates Risk
Structured onboarding helps leaders navigate challenges, comply with policies, and make sound decisions.

Key Milestones in the New Supervisor Journey

01 **Understanding the Role**

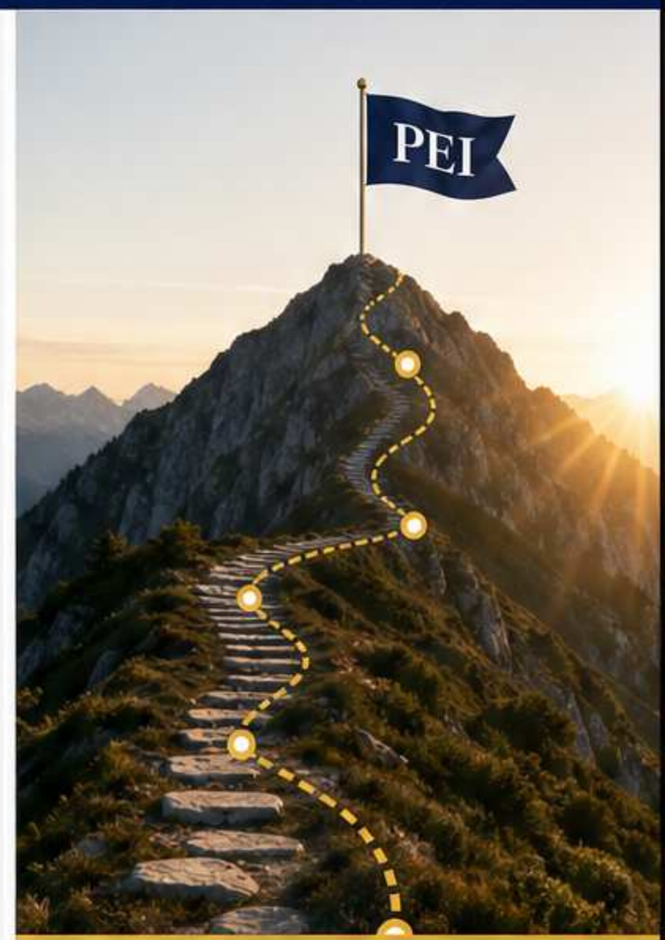
02 **Building Your Team**

03 **Mastering Communication**

04 **Driving Performance**

05 **Developing Self**

06 **Navigating Organizational Dynamics**



> *"Leadership is not a position or a title, it is action and example.*
>
> — *Cory Booker*

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Visit Us:
www.patrong.com

Email Us:
info@patrong.com

Call Us Phone/WhatsApp:
+1 410-294-5431

PEI Headquarters:
Richmond, Virginia, USA

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New Supervisor Roadmap™: Your First 90 Days

A proven 90-day roadmap to help new supervisors build trust, lead with confidence, and create early wins that set the tone for long-term success.

MONTH 1

Listen, Learn, and Connect

FOCUS AREAS

- Understand your team, their roles, strengths, and challenges
- Learn existing processes, goals, and performance expectations
- Build credibility through active listening and presence

KEY ACTIONS

- Conduct 1:1 meetings with each team member
- Ask questions and take notes—listen more than you speak
- Identify quick wins and early priorities

MONTH 2

Establish Direction and Empower

FOCUS AREAS

- Communicate clear goals and expectations
- Align team priorities with organizational objectives
- Empower your team and delegate with confidence

KEY ACTIONS

- Define short- and long-term goals with your team
- Clarify roles, responsibilities, and performance metrics
- Delegate meaningful work and provide the resources to succeed

MONTH 3

Consolidate, Refine, and Influence

FOCUS AREAS

- Strengthen team performance and collaboration
- Provide feedback and recognize progress
- Expand your influence and lead beyond your team

KEY ACTIONS

- Review progress and adjust plans as needed
- Implement feedback loops and continuous improvement
- Build strong partnerships across the organization

DR. PATRONG'S PERSPECTIVE



"The transition to supervisor is not just a change in title—it's a transformation in mindset and responsibility. Those who lead with integrity, empathy, and clarity in their first 90 days build the foundation for lasting impact."

— Dr. Patrick C. Patrong

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Visit Us: www.patrong.com

Email Us: info@patrong.com

Call Us Phone/WhatsApp: +1 410-294-5431

PEI Headquarters: Richmond, Virginia, USA

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Transforming Organizations – One Employee at a Time™