



Eastern Contractors
Contractors
Association, Inc.



Northeastern Subcontractors
Association



The Associated General
Contractors
of New York State

SUPERVISORY TRAINING PROGRAM

STP UNIT #2: "COMMUNICATION"

- DATE:** Thursdays, January 11, 18, 25, February 1, 8, 15, 22, 2018
- TIME:** 6:00 - 8:00 p.m.
- PLACE:** Building Industry Center, 6 Airline Drive, Albany, NY
- COST:** \$145 per person for C.I.A.P. contributing employers
\$210 per person for Members of ECA, AGC of NYS, or NESCA (non-CIAP contributing employers)
\$260 per person for Non-Members (non-CIAP contributing employers)

*** PAYABLE TO EASTERN CONTRACTORS ASSOCIATION, INC. ***
PAYMENT MUST BE RECEIVED PRIOR TO ATTENDING THE FIRST CLASS

Over the years, ECA has developed one of the most successful Supervisory Training Programs (STP) in the country...over one-hundred Superintendent Courses since the inception of the program some twenty plus years ago, training over 3,000 local supervisors, trades people, and office personnel.

Unit #2, Communication will cover: Effective communication; Learning to listen; Carrying on conversations; Persuasion, negotiation, and confrontation; Communicating with your crew; Putting it in writing; Meetings that work ; Electronic communication; and Improving communication

- ❖ Communication is for Superintendents and foremen, people who aspire to become superintendents and foremen; people who work with superintendents and foremen; supervisors who work for subs; field secretaries; owners, architects, and engineers; anyone who communicates with the job site.

If you have any employees who may be interested or if you would like additional information on the STP, please call or e-mail Doreen Kleinman at ECA (518-869-0961/doreenk@ecainc.org). The Program has been developed by the Associated General Contractors of America. More than 200,000 individuals have participated in STP courses nationally. It was developed by contractors for contractors. Give it a look if you haven't already done so!

6 Airline Drive ❖ Albany, New York 12205

ECA: 518-869-0961

NESCA: 518-869-9800

AGC of NYS: 518-456-1134

REGISTRATION FORM

STP UNIT #2: "COMMUNICATION"

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Building Industry Center, 6 Airline Drive, Albany, NY 12205

Check
one box \$145 per person - C.I.A.P. contributing Employers / Union Tradespeople
 \$210 per person - Members of ECA, AGC of NYS, or NESCA (non-CIAP contributing employers)
 \$260 per person - Non-members (non-CIAP contributing employers)

PAYMENT MUST BE RECEIVED PRIOR TO ATTENDING THE FIRST CLASS

(REGISTRATION FORM SHOULD BE DUPLICATED FOR EACH INDIVIDUAL ATTENDEE)

Name _____

Home Address _____

(City)

(State)

(Zip Code)

Home Phone _____ Email _____

Employer Name _____

Address _____

(City)

(State)

(Zip Code)

Phone _____ Fax _____ Email _____

Membership Affiliation (please circle all that apply)

ECA

AGC of NYS

NESCA

NON-MEMBER

UNION

If you are a member of a Union, please indicate which one: _____

Enclose check payable to ECA and Mail to:

Eastern Contractors Association, Inc.
6 Airline Drive, Albany, New York 12205
Fax No. 518-869-2378

**PAYMENT MUST BE RECEIVED PRIOR TO
ATTENDING THE FIRST CLASS**

Registration also available online at www.ecainc.org

**NO REFUNDS FOR CANCELLATIONS MADE AFTER
12:00 NOON, January 4, 2018**