

## Program Description

This program is geared towards current and future farm managers/owners, agribusinesses and small business owners who are looking to improve their human resource management (HRM) skills. The program includes hands-on activities to engage managers to increase management awareness and ability.

Interactive sessions aim to build skills in a wide variety of human resource management topics important to farm businesses and small businesses. Learn from other farmers and managers to take home effective and practical approaches to human resource management.

## >>> Objectives <<<

- Learn how different leadership styles are used on the farm and in small businesses
- Reduce mis-hires and turnover through hiring best practices
- Learn about organizational culture and how it affects employee motivation and engagement
- Identify keys to creating a motivating work environment
- Learn how to effectively communicate expectations to employees
- Develop skills to provide more effective feedback
- Learn methods for addressing and working through conflict

For more information, please contact:

### Purdue Extension Huntington County

Ed Farris  
Phone: (260) 358-4826  
E-mail: [emfarris@purdue.edu](mailto:emfarris@purdue.edu)

### Purdue Extension Whitley County

John Woodmansee  
Phone: 260-244-7615  
E-mail: [jwoodman@purdue.edu](mailto:jwoodman@purdue.edu)



Extension

It is the policy of the Purdue University Cooperative Extension Service that all persons have equal opportunity and access to its educational programs, services, activities, and facilities without regard to race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability or status as a veteran. Purdue University is an Affirmative Action institution. This material may be available in alternative formats.

If you require auxiliary aids and services due to a disability or have a special food needs, please contact us by Feb. 28 at 260-244-7615 or 260-358-4826.



**A Human Resource  
Management Program for  
Farm Managers & Owners  
Agribusinesses, and  
Small Businesses**

**Tuesdays**

**March 8, 15, 22, 2022**

**6:30 to 9:00 p.m.**

**Roanoke Brethren Church  
415 S. Main Street  
Roanoke, IN 46783**

Curriculum  
Developed by:



# Program Modules

*Trained Instructors will guide you through the following modules in this day long training:*

## From Managers to Leaders

- Review the role of leadership in HRM
- Discuss the different leadership styles and applications on farms
- Understand their own leadership skills

## Developing a Motivated Workforce

- Identify the keys to a motivating environment
- Assess the motivational climate on your farm, agribusiness or small business
- Increase awareness of motivating factors and types of power
- Understand their own use of power and persuasion

## Hiring the Right People

- Ask interview questions that are specific to the requirements of the job
- Use the interview process to reveal applicants' skills, abilities, and thought processes related to job requirements
- Write job descriptions to define and evaluate job positions on the farm
- Have the tools needed to reduce mis-hires and turnover rate

## The Farm Business Culture

- Learn about organizational culture and how it affects employee motivation and engagement
- Gain awareness of employees' culture and how they bring culture to the job
- Identify both positive and negative elements of their own farm business culture

## Strategic Leadership & On-Boarding

- Learn how to effectively communicate expectations to employees
- Learn about on-boarding practices and training opportunities
- Develop a vision for the farm to engage and motivate employees

## Reviews & Feedback

- Learn how to provide constructive feedback to employees
- Be able to develop skills to provide more effective feedback
- Learn about performance reviews and incentive plans

## Managing Conflict

- Understand basic concepts in conflict management
- Learn about basic methods to work through conflict

## Registration

### 2022 Becoming the Employer of Choice

Registration Fee is \$45

(Includes handouts, snacks, and resources)

**Additional attendee(s) from the same operation/business is \$10/person**

Registration Deadline:

**March 4**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

\$45/person = \$ \_\_\_\_\_

+ \$10/additional = \$ \_\_\_\_\_

Please make your check payable to:

**Purdue CES Ed Fund**

*Please mail registration form to:*

Purdue Extension—Whitley County  
524 Branch Court  
Columbia City, IN 46725