



FOREMAN TRAINING COURSE

Western Washington Masonry Trades Training Center

Course Dates: February 16-17

Course Length: 16 Hours

This course is designed to develop skilled foremen by strengthening leadership, communication, planning, safety awareness, productivity, and quality control skills essential to successful jobsite management.

Instructor: Eric Kent
Western Washington Masonry Trades

**To sign up, contact Eric Kent (509) 964-5905
Training Center (206) 768-4900**

Learning Objectives: • **Identify the roles and responsibilities of the foreman.**
• **Apply effective communication, leadership, team building and worker motivation skills.** • **Maintain labor-management relations.** • **Plan and schedule work.** • **Ensure worker productivity.** • **Ensure the quality of work.** • **Implement a job site safety program.**

Course Syllabus

Course Description:

Foreman Training is a 16-hour course designed to develop skilled foremen. During this course, participants will learn the roles and responsibilities of the foreman, how to communicate effectively, apply leadership skills, develop effective teams, support worker motivation, maintain labor-management relations, plan and schedule work, and ensure worker safety, productivity, and quality of work.

Course Objective:

The objective of this course is to develop skilled foremen.

Learning Objectives:

- Identify the roles and responsibilities of the foreman.
- Apply effective communication, leadership, team building and worker motivation skills.
- Maintain labor-management relations.
- Plan and schedule work.
- Ensure worker productivity.
- Ensure the quality of work.
- Implement a jobsite safety program.

Target Audience:

This course is designed for new, experienced, or future foremen who are skilled journeymen or experienced apprentices with basic reading, writing, and math skills, first aid training (including CPR), and strong safety skills.

Course Schedule

Day 1

- Course Overview
- The Masonry Trades Foreman
- Interpersonal Skills
- Planning and Scheduling
- Productivity
- Quality

Day 2

- Interpersonal Skills (Team Building and Motivation)
- Labor-Management Relations
- Planning and Scheduling Process
- Foundations for Safety Leadership
- Course Summary and Evaluation

Course Evaluation Form

The course was well organized. 1 2 3 4 5

The course objectives were clear. 1 2 3 4 5

I feel comfortable identifying the roles and responsibilities of the foreman. 1 2 3 4 5

I feel comfortable using interpersonal skills (communication, leadership, team building, motivation). 1 2 3 4 5

I feel comfortable with maintaining effective labor-management relations. 1 2 3 4 5

I feel comfortable with planning and scheduling. 1 2 3 4 5

I feel comfortable ensuring workers are productive. 1 2 3 4 5

I feel comfortable ensuring qualified workers are doing quality work. 1 2 3 4 5

I feel comfortable implementing a jobsite safety program. 1 2 3 4 5

I would recommend that other BAC members take this course. 1 2 3 4 5

Which topics in this course were of the greatest value to you?

Suggestions for this course in the future?
