



Management Roles in DFAIT

SUPERVISOR LEVEL

The Supervisory Role at DFAIT

At Headquarters

- Sample Positions: First-line Supervisors (Corporate Services), Heads of Section
- Have an operational, single-function focus
- Corporate services:
 - Usually supervise many employees
 - Emphasize people/resource management
- Issue management: Have responsibility for tactical management of issues (no difference between Supervisor/ Middle Manager at HQ)

Abroad

- Sample Positions: New Management Consular Officers, Junior Foreign Service Officers
- Have an operational, multifunction focus
- May manage employees who carry out a broad diversity of roles/tasks (e.g., technical/ administrative) and locally engaged staff; responsible for hiring, training, performance management
- Can have delegated financial authority
- Frequently required to do business with senior people in foreign governments • Manage visits and delegations from Canada
- May represent Canada at public events



Required CFSI Courses

- **Supervisory Development Programme**
 - Learning Highlights
 - Roles and responsibilities of a supervisor
 - Communications skills
 - Team management