

Have You Hugged Your Supervisor Today?

A good supervisor must be part field officer, part psychologist, part coach, part troubleshooter and part friend. Frank Rogers has been at it about a year and we asked for his impressions.

"Basically my job," said Frank, "is to represent management here at Ecusta to my staff. I need to get along with both and I suppose I'm doing a good job when both are happy at the same time."

Frank started work with Olin over three and a half years ago in the perforating department. Prior to becoming department supervisor he was a relief supervisor for nine months.

Frank describes the supervisor's job as having four primary responsibilities—safety, housekeeping, quality and production. Each of these are equally important, says Frank; and, in fact, you can't do a good job in one without doing a good job in all four.

Frank begins each shift by conferring with the relief supervisor and determining what the production goals will be for the next eight hours. If there are going to be changes in the jobs they are to work on, he must

order paper stock, prepare the proper labels, review the customer's standing instructions and complete the necessary paperwork.

Throughout the rest of the shift Frank is monitoring all aspects of the perforating operations. Crews are regularly sending samples to quality control for evaluation. If product is not up to standard, Frank works with his technician to quickly spot and correct the problem.

Even if everything is running smoothly, Frank makes regular tours of the department. He is on a constant vigil for any safety hazard or

Frank stresses two-way communications in his department. Here he confers with Leona Owen, reclaim operator.

any of his staff using unsafe procedures. He keeps an eye on the condition of fire extinguishers and hoses and checks that fire doors aren't blocked.

Housekeeping also receives top priority. Frank and his crews are careful not to let unnecessary materials collect in the department. Each shift cleans up thoroughly before the next shift begins.

Frank believes that good communications with his staff is essential. He makes sure that on each shift he speaks individually to each of the 13 people in his department. He also makes sure he is available if they want to speak to him about any matter—job or personal.

"Giving orders is not my style," explained Frank. "I give my staff the reasons why we need to do something and why we can't do it their way. They understand what needs to be done and we have a good working relationship."

Besides the scheduled safety meetings, Frank holds frequent informal off-the-cuff meetings to keep his staff informed on business conditions or special safety, quality or housekeeping concerns. He finds that everyone feels freer to exchange ideas in these meetings.

"We're all interested in solutions," Frank continued. "The union steward comes to me first with a problem and we discuss possible ways to settle the matter to everyone's satisfaction. This is a lot easier than trying to do this in a grievance procedure."

"The more I work at my job the more I enjoy it. I get satisfaction from meeting a shipping date or the standards on a new product. Sometimes it seems that things are going backward in spite of everyone's efforts, but it's important to work together through the hard as well as the good times." ☼

Quality, safety, housekeeping and production are a supervisor's top priority. Frank inspects bobbin quality before packing for shipment.



Keeping up with the paperwork is vital to coordinating department operations and requires over 20 percent of Frank Rogers' time.



Children's Christmas Parties

Olin Cafeteria
December 17, 1983
Ages 12 and Under

9:00 a.m.
10:00 a.m.
1:00 p.m.
2:00 p.m.
3:00 p.m.

- Santa and his helpers will entertain
- Favors for each child who attends
- Music, songs, stories



Teen Holiday Dance

December 28, 1983
Olin Cafeteria
8:00 to 11:00 p.m.

Ages 13 and Up

- Sid The Surf plays the top hits and your requests
 - Light show and Sid's crazy friends
 - Pizza and pop
- Public Relations For Tickets



People On The Move

14
PROMOTIONS



Audrey T. Morgan has been promoted to quality control inspector in the technical department. Mrs. Morgan joined Olin in 1961 and worked in paper finishing and endless belt.



William E. Bradford, Sr. has been promoted to assistant superintendent, machines 10-12. Bradford joined Olin in 1965 as a process engineer and was most recently a staff process engineer.



Pamela D. Carland has been employed as an accountant. Miss Carland graduated from West Henderson High School and received a B.S. degree in financial management from Clemson University.



William C. Hooper has been promoted to casting supervisor in the casting department. Hooper joined Olin in 1951 and has 32 years' experience as a casting machine operator.