



THE EMPLOYERS' ASSOCIATION

HR Solutions since 1939

# CLASSES

January - March 2020



Visit [www.teagr.org](http://www.teagr.org), Training Tab, for more information or registration

DATE	CLASS	TIME	EARLY BIRD PRICE (register at least three weeks prior) Member / Non-Member	PRICE Member / Non-Member
Tues. 1/7/20	HR Basics, A Compliance Overview <i>HR Skills Certificate Series begins</i>	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Tues. 1/7/20	MIOSHA Recordkeeping and Cost of Injuries	9:00 a.m. - 4:00 p.m.	\$130 / \$130	\$130 / \$130
Wed. 1/8/20	Introduction to Leadership	8:30 a.m. - 4:00 p.m.	\$205 / \$255	\$235 / \$285
Tues & Wed. 1/14 & 1/15/20	MIOSHA Construction 10-Hour Course	9:00 a.m. - 3:30 p.m.	\$198 / \$198	\$198 / \$198
1/16, 1/30, 2/13 & 2/27/20 (EO Thurs.)	Core Leadership Skills (Winter)	8:30 a.m. - 4:00 p.m.	\$935 / \$1110	\$985 / \$1160
Fri. 1/17/20	CPR Certification & First Aid	8:00 a.m. - 4:00 p.m.	\$60 / \$70	\$60 / \$70
Tues. 1/21/20	Effective Communication Skills <i>Communication Skills Certificate Series begins</i>	8:30 a.m. - 4:00 p.m.	\$185 / \$235	\$215 / \$265
Wed. 1/22/20	Developing Your Emotional Intelligence	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Tues. 1/28/20	Employee Selection and Interviewing	8:30 a.m. - 4:00 p.m.	\$185 / \$235	\$215 / \$265

(over)



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			(register at least one month prior) Member / Non-Member	Member / Non-Member
Mon. 2/3/20	Introduction to Leadership	8:30 a.m. - 4:00 p.m.	\$205 / \$255	\$235 / \$285
Tues. 2/4/20	Assertive Communication - Saying it with Tact <b>Conflict Management Skills Certificate Series begins</b>	8:30 a.m. - 12:00 p.m.	\$125 / \$165	\$140 / \$180
Thurs. 2/6/20	Employee Engagement: How to Motivate Your Team	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Fri. 2/7/20	CPR Recertification & First Aid	8:00 a.m. - 12:00 p.m.	\$50 / \$60	\$50 / \$60
Fri. 2/7/20	Bloodborne Pathogens	1:00 p.m. - 3:00 p.m.	\$35 / \$40	\$30 / \$40
Tues. 2/11/20	Learning to Listen	8:30 a.m. - 12:00 p.m.	\$125 / \$165	\$140 / \$180
2/17, 3/2, 3/16 & 3/30/20 (EO Mon.)	Core Leadership Skills (Late Winter)	8:30 a.m. - 4:00 p.m.	\$935 / \$1110	\$985 / \$1160
Tues. 2/18/20	HR Documentation and Recordkeeping	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Thurs. 2/20/20	Integrating Generational Values	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Tues. 2/25/2020	MIOSHA Part 1 - General Provisions	9:00 a.m. - 12:00 p.m.	\$94 / \$94	\$94 / \$94
Wed. 2/26/20	Introduction to Leadership - <i>Mid-Michigan</i> - <b>NEW</b>	8:30 a.m. - 4:00 p.m.	\$205 / \$255	\$235 / \$285
Thurs. 2/27/20	Fundamentals of FMLA	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Fri. 2/28/20	Training Showcase - <b>NEW</b>	8:00 a.m. - 11:30 a.m.	\$25 / \$25	\$25 / \$25
<b>FEBRUARY</b>				
Tues. 3/3/20	Employee Onboarding - <b>NEW</b>	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Wed. 3/4/20	Business Writing Skills	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Thurs. 3/5/20	MIOSHA Part 9 - Excavations: The Grave Danger	9:00 a.m. - 3:30 p.m.	\$130 / \$130	\$130 / \$130
3/5, 3/19, 4/2 & 4/16/20 (EO Thurs.)	Core Leadership Skills (Late Winter) - <i>Mid-Michigan</i> - <b>NEW</b>	8:30 a.m. - 4:00 p.m.	\$935 / \$1110	\$985 / \$1160
Tues. 3/10/20	Coaching for Improved Performance	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Thurs. 3/12/20	Expanding Your Cultural Bandwidth - <b>NEW</b>	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Fri. 3/13/20	CPR Certification & First Aid	8:00 a.m. - 4:00 p.m.	\$60 / \$70	\$60 / \$70
Tues. 3/17/20	HR Policy Writing and Handbook Development	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Tues. 3/24/20	Employee Performance Management	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$120 / \$160
Wed. 3/25 & 4/8/20	Coaching at Work - <b>NEW</b>	8:30 a.m. - 4:00 p.m.	\$390 / \$490	\$420 / \$520
Thurs. 3/26/20	Disciplined Problem Solving & Corrective Action	8:30 a.m. - 5:00 p.m.	\$205 / \$265	\$235 / \$295
<b>MARCH</b>				