



THE EMPLOYERS' ASSOCIATION

HR Solutions since 1939

CLASSES  
July - September 2017



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DATE	CLASS	TIME	EARLY BIRD PRICE (register at least one month prior) Member / Non-Member	PRICE Member / Non-Member
Wed., 7/12/17	Employee Selection and Interviewing <b>HR Skills Certificate Series begins</b>	8:30 a.m. - 4:00 p.m.	\$185 / \$235	\$195 / \$245
Thurs., 7/13/17	Introduction to Leadership	8:30 a.m. - 4:00 p.m.	\$205 / \$255	\$215 / \$265
7/20, 8/3, 8/17 & 8/31/17 (every other Thursday)	Core Leadership Skills (Late Summer)	8:30 a.m. - 4:00 p.m.	\$925 / \$1100	\$935 / \$1110
Wed., 7/19/17	MIOSHA Part 21 - Powered Industrial Truck: What Every Trainer & Operator Must Know	9:00 a.m. - 4:00 p.m.	\$120 / \$120	\$120 / \$120
Fri., 7/21/2017	CPR Certification & First Aid	8:30 a.m. - 4:00 p.m.	\$55 / \$65	\$55 / \$65
Tues., 7/25/17	Assertive Communication - Saying it with Tact <b>Conflict Management Skills Certificate Series begins</b>	8:30 a.m. - 12:00 p.m.	\$125 / \$165	\$135 / \$175
Wed., 7/26/17	HR Basics, A Compliance Overview	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Wed., 8/2/17	Affirmative Action – Understanding Your Organization’s Responsibilities and Compliance Obligations	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Tues., 8/8 - Thurs., 8/10/17 (3 consecutive days)	MIOSHA General Industry Ten Hour+	9:00 a.m. - 4:00 p.m.	\$240 / \$240	\$240 / \$240
Tues., 8/15/17	Turning Confrontation into Conversation	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Wed., 8/16/17	HR Policy Writing and Handbook Development	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Fri., 8/18/17	Bloodborne Pathoges	1:00 p.m. - 3:00 p.m.	\$30 / \$35	\$30 / \$35
Fri., 8/18/17	CPR Recertification & First Aid	8:00 a.m. - 12:00 p.m.	\$45 / \$55	\$30 / \$35
Tues., 8/22/2017	Make Change Work - <b>NEW</b>	8:30 a.m. - 12:00 p.m.	\$205 / \$245	\$215 / \$255
Wed., 8/23/2017	Leading a Team, ‘Like a Boss’ - <b>NEW</b>	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Thurs. 8/24/17	Workplace Inclusion for Leaders	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Fri. 8/25/17	Employee Engagement: How to Motivate your Team	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Tues. 8/29/17	Effective Communication Skills <b>Communications Skills Certificate Series begins</b>	8:30 a.m. - 4:00 p.m.	\$185 / \$235	\$195 / \$245
Wed. 8/30/17	Fundamentals of FMLA	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155

DATE	CLASS	TIME	EARLY BIRD PRICE	PRICE
			(register at least one month prior) Member / Non-Member	Member / Non-Member
Thurs. 9/7/17	Introduction to Leadership	8:30 a.m. - 4:00 p.m.	\$205 / \$255	\$215 / \$265
Thurs. 9/7/17	COBRA/HIPAA: Befriending the Monsters in the Closet	8:30 a.m. - 2:30 p.m.	\$185 / \$235	\$195 / \$245
Fri., 9/8/2017	CPR Certification & First Aid	8:00 a.m. - 4:00 p.m.	\$55 / \$65	\$55 / \$65
Tues. 9/12/17	HR Documentation and Recordkeeping	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Wed. 9/13/17	MIOSHA Part 14 - Conveyers	9:00 a.m. - 4:00 p.m.	\$120 / \$120	\$120 / \$120
9/14, 9/28, 10/12 & 10/26 (Every other Thursday)	Core Leadership Skills (Fall)	8:30 a.m. - 4:00 p.m.	\$925 / \$1100	\$935 / \$1110
Fri. 9/15/17	Introduction to Leadership - <b>Holland</b>	8:30 a.m. - 4:00 p.m.	\$205 / \$255	\$215 / \$265
Tues. 9/19/17	Employment Law Application	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Wed. 9/20/17	Feedback Fundamental	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
Thurs. 9/21/17	Situational Leadership II Concepts	8:30 a.m. - 12:00 p.m.	\$210 / \$250	\$220 / \$260
Tues., 9/26/17	Conflict Strategies	8:30 a.m. - 12:00 p.m.	\$125 / \$165	\$135 / \$175
Wed. 9/27/17	Case Studies in Employment Law	8:30 a.m. - 12:00 p.m.	\$105 / \$145	\$115 / \$155
9/29, 10/13, 10/27 & 11/10 (Every other Friday)	Core Leadership Skills (Fall) - <b>Holland</b>	8:30 a.m. - 4:00 p.m.	\$925 / \$1100	\$935 / \$1110