

ONSITE ONLY PROGRAMS

Everything DiSC Workshop (Onsite ONLY)

Description

For those familiar with the always-popular DiSC profile, the new version has added information that will give participants greater insights into behavior and how to best deal with different styles of behavior. The new version of DiSC is a must for those wishing to become more effective in their roles at work by improving their relationships with others.

An excellent introduction to supervisory techniques for new leaders or a review for employees currently in leadership roles. Participants will take an on-line behavioral profile prior to this program and then meet to interpret the results.

Topics

- Everything DiSC Workplace Profile
- Discovering your own DiSC style
- Understanding the style of others
- Strategies for building more effective working relationships

Designed For

New leaders, current supervisors, and managers.

Leading Change: How to Navigate Through the Change Process (Onsite ONLY)

Description

In this seminar we review how any kind of organizational change impacts the organization and the performance of the team. We will review the steps necessary to prepare for change, educate about the change and follow the steps to manage any change process.

The benefits of understanding the 7 steps to leading change prepares you to stay in front of the change as it occurs and lead the team through the process using the seven steps.

Topics

- Preparing for change to occur
- Anticipating resistance and understanding what needs to be done
- Working through the seven steps to the change process
- Integrating the new change process into a positive work performance

Designed For

Supervisors and Managers who want to develop the skills to lead their team through the change process. Every manager will gain a better understanding of the steps they need to take to minimize disruption with change and make the adjustments necessary to maintain high performance.

Organizational Development: A Consultative Approach (Onsite ONLY)

Description

This seminar is designed for anyone responsible for optimizing human capital, managing change or improving organizational performance. This program can benefit individuals just entering the field as well as experienced professionals seeking to advance their knowledge and skill.

Participants will learn the tools and techniques for facilitating a group toward a common vision and mission by developing their own vision map.

Topics

- Employee/Team/Culture Assessment
- Creating a strategic plan and mission statement development
- Team Dimension Profiles and the tools to use this with your group
- Participants develop a mini plan for organizational development and share it

Designed For

Supervisors and Managers who are in the process of improving performance, culture and team effectiveness in their workplace. It is designed to assist in the development of moving a team performance forward notwithstanding pressures, resistance and obstacles to overcome.

Team Dimensions: Learning to Work Effectively Together (Onsite ONLY)

Description

In this seminar, we are going to take the DiSC Team Dimension profile and discuss how can you best contribute to a team. This profile helps people understand their roles on a team, introduces a process that gets new teams moving forward quickly and gets current teams unstuck.

What kinds of projects energize you? Which team tasks will take advantage of my unique talents? This profile describes your preferred role and explores its strengths and challenges. You will discover what you do best in a team atmosphere, and you will gain valuable insight into your work habits. In addition, you will learn about other team members' contributions, the value that they bring to the process, and how to work most effectively together.

Topics

- Creators generate new ideas and fresh concepts.
- Advancers communicate and promote new ideas and carry them forward.
- Refiners analyze ideas for flaws or revise projects systematically.
- Executors deliver concrete results and seek successful implementations.
- Flexers have an equal preference for most or all of the roles and can often adapt their styles to fit the team's needs.

Designed For

Individuals wanting to learn how to work more effectively with their team or for a group of people the currently work together and want to gain a better understanding of how they can perform better using the profile information.

Understanding Others – Using the Myers Briggs Type Indicator for More Successful Interactions (Onsite ONLY)

Description

Have you ever heard the expression that someone is “hard wired to be that way?” It’s true! The Myers Briggs Type Indicator (MBTI) is the most highly validated, most widely used tool throughout the world and it’s based on the fact that by the time we’re 5 or 6 years old, we are hard wired to our preferences in collecting data, processing information, and making decisions – all important functions in managing and leading today. Each participant will complete the MBTI and learn all about their own personality type and how their type, and the types of others, can be the first point of success or conflict in any human interaction. Knowing your personality type is the first step. The next step is in understanding how to modify your approach to others in order to have successful, productive interactions to achieve the results you want. Caution: This session is highly interactive and enlightening for all!

Topics

- Identify an individual's dominant personality style
- Learn about the 16 different personality styles
- Discover the characteristics, strengths, and potential blind spots of each style
- Understand how each style interacts with the others—and how to improve these relationships
- Discover what types of tasks are suited—or not suited—to each personality style
- Develop an action plan to improve performance and relationships with others

Designed For

Anyone who wants to learn more about themselves and others in order to improve their interpersonal interactions.

Workplace Harassment Awareness (Onsite ONLY)

Description

This program contains two parts. Part 1 is for all employees (including leaders) and Part 2 is for leaders only (supervisors and above).

Part 1 – This 1½ hour workshop is designed to prevent harassing behavior while encouraging mutual understanding, sensitivity, and respect among employees. The workshop includes a review of your organization’s harassment policy with the participants and helps limit the potential for expensive charges of discrimination or harassment.

Topics:

- What constitutes workplace harassment
- Quid pro quo and Hostile Work Environment
- What to do as a target or observer of harassment
- Monitoring own behavior
- Case studies

Workplace Harassment Awareness (Onsite ONLY) – continued.

Part 2 – This additional ½ hour workshop will provide clear guidance on how to recognize and prevent harassment. This portion explains a leader’s responsibilities in responding promptly and appropriately to harassment.

Topics:

- First action steps after receiving a complaint of harassment
- Possible course of actions if workplace harassment is suspected
- Examples of supervisory behavior which help promote a safe and harmonious workplace environment
- Primary role of supervisor during a harassment investigation
- Case studies