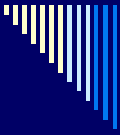


## **Synopsis of Training Classes Taught**

(Appendix 14)

Over the course of 15 years, an interest has been sparked in studying leadership and soft skills for today's workplace settings. Going beyond technical skills requirements, in order to gain the necessary experience to relate to pupils in the class room setting, various leadership roles have been granted with numerous non-profit organizations revolving around people development. Leading people with a passion and without a paycheck has been defined as being the most challenging and yet the most rewarding experience any leader may have to understand the real human psyche.

## Change Is like a Slinky



### Seminar Agenda...

This course will look at the three key factors to promote and survive change: **Dream, Alignment, and Trust**. After this seminar, you will understand the six successful strategies in how to promote and survive change in any organization:

## Getting Things Done Now!



### Getting Things Done Now

- Crash course
- Larry J. Koeing, PhD
- Benefits
  - Gain trust of your family, friends, and business associates
  - Avoid the always-present underlying anxiety of looming consequences
  - Banish the guilt over flimsy and fabricated excuses, not to mention out-and-out lies
  - Get to be at the dock when your ship comes in
  - Stop the erosion of personal relationships
  - Build your self-confidence and bask in its glow
  - Put yourself on the super highway to success in life

## How to Manage Conflict

### Training Objectives

- Understand what conflict is.
- Understand the positive and negative effects of conflict.
- Identify the four sources of conflict.
- Identify the five conflict management styles.
- Demonstrate the four-step conflict resolution strategy.
- Effectively resolve conflict between yourself and a peer.
- Effectively handle conflict between yourself and a boss.
- Develop an action plan to put this training to use.