

Leadership Development

We take time to listen so that we understand your company's goals, culture and specific needs. After discussing your current state and target state we develop a custom program that links individual performance to company objectives. Together we determine the best way to measure the impact and results.



■ **Transitioning from Peer to Supervisor**

You've made the jump; now what?! You are a technical expert, and now new skills must be developed to make a successful transition into your new role. As a manager, you must balance your new responsibilities while learning how to manage each person. You will take away a personal plan so that you avoid the mistakes that most new managers make.

■ **Coaching and Motivating Your Team**

This course removes the mystery of what motivates and inspires people, to do a great job or a poor job. Not only will you be able to recognize what could be behind poor performance, but you will practice addressing it in a safe environment. Using the tools and techniques from this course you will be more effective at understanding and thus coaching your team.

■ **Interviewing for Best Fit**

Some people interview well, and then show up as someone different once in the job. Contrarily, there are great employees who don't do well in interviews. After completing this course, you will have all the tools you need to prepare for and conduct interviews so that you can rely on more than just your gut feeling when choosing your next employee. Bringing a current job posting is strongly encouraged.

■ **Preparing and Conducting Effective Performance Appraisals**

While we know that the performance appraisal should not be a surprise, it is still an important conversation and a great opportunity for coaching and motivating. This is why it requires your care and attention. After reviewing best practices and the 12 common pitfalls of performance reviews, you will be well prepared to write, prepare for and deliver effective performance appraisals.

■ Planning and Conducting Productive Meetings

If meetings have the reputation as being a waste of time, we can help. By using our simple planning techniques, meetings can once again be productive, efficient and short.



■ Leading Through Change

Managing people through change can be challenging. By learning how people feel about and respond to change, and recognizing signs of stress, managers will be better prepared to help their team navigate the unknown.

■ Managing to Others' Styles

People who adapt their management style to the preferences of their team members are more apt to be successful in their role. The three phases are 1) understanding your preferences and communication style, 2) recognizing and understanding others' preferences and communication styles and 3) adapting styles to more effectively communicate, especially with those who are least like you.

■ Liberation Through Delegation

This course unveils the four main reasons people don't delegate and what to do about it. You will learn the five steps that set a project up for success. You will practice using a proven model to determine what to delegate to whom.

■ Coaching

Training does not yield a change in behavior. It takes time and conscious thought to integrate new ideas and education outside the classroom. Whether it's an individual session or group coaching, we help people navigate expectations, resources, personalities and desired outcomes.

Personal Leadership

Anyone can be a leader. You don't need a fancy title or corner office. We are leaders in our community, our businesses and in the world. Our Professional Development courses help increase productivity while developing various aspects of "personal leadership".

■ **Prioritizing Your Priorities**

Most Popular!

Successful projects require excellent planning. We will consider the many factors that impact the setting of realistic deadlines. Bring a list of your active projects so that you can practice real-time using a very easy tool to prioritize them. You will learn how to engage others in managing your time and priorities. Take away tips and techniques to use when planning to ensure you don't over-commit.

■ **Polishing your Presentation Skills**

The only way to get back at presenting is to do it. Bring a topic to this highly interactive workshop to practice preparing and presenting. Each participant will present and receive valuable feedback to polish their skills. *Class size is limited!*

■ **Coaching for Non-Managers**

Advance your coaching and communication skills with this unique blend of practices and tools. You will stretch your muscles as you practice having coaching conversations.

■ **Handling Conflict**

You will first uncover your own "go-to" response, or natural tendency, when conflict arises. Then, using the Thomas-Kilman model, you will explore when different approaches could be beneficial. You will leave with several techniques for actively working toward a collaborative approach.

■ **Managing Emotions and Behavior**

According to Andrew Coleman, Emotional Intelligence (EQ) is the ability to monitor one's own and other people's emotions, to discriminate between different emotions and label them appropriately, and to use emotional information to guide thinking and behavior. Studies have shown that people with high EQ have greater mental health, respond more evenly when stressed, perform better on the job and have more effective leadership skills. During this course, you will learn about the biology of emotions. You will assess your own EQ and then develop a plan for changing your behaviors when under stress.



Train the Trainer

This multi-day course was designed specifically for subject matter experts who want to develop expert training skills.

■ The Trainer' Edge

During this action-packed workshop, participants will practice using proven techniques for engaging the audience. They will use feedback from each "practice teach" to improve their facilitation skills.



Team Dynamics

Anytime two or more people get together, there is a potential for conflict and miscommunication. There is also the potential for surpassing expectations and accomplishing more than a single person or team could on their own.

To develop your unique team experience, we carefully assess what is happening (or not happening) within and/or among the team(s). We then design a course and/or experience to draw out issues that are impeding success. These events are engaging, experiential and fun. They always result in action plans and new commitments.

Team sessions are typically held off-site and may be in a classroom, park or at a horse ranch. Here are two examples of team sessions.

■ 5 Building Blocks of High-Performing Teams

This is a twist to Patrick Lencioni’s dysfunctional team model. We take a positive approach to building effective teams. Team members assess their own teams and write an action plan for steps that they can personally take to improve team performance. We step through the model from the foundation of trust to having respectful debate, to commitment and accountability and end with results.

■ Horse Power Leadership

Since humans and horses are both herd animals, horses have a lot to teach us. They too experience hierarchies, jealousy, moods, friendships, conflict and love. This powerful, experiential course takes us to the wild west where we throw on the boots and work with horses to learn about communication and leadership. By observing, leading and working the horses, we explore such questions as...



- What does it take to lead effectively?
- How are leaders selected?
- Which behaviors are most and least effective in leading?
- How can I better deal with obstacles?
- What do I need to know before being a great leader?

Get ready to “take it outside” as we use horses to discover leadership styles, natural instincts and whatever else the observer observes. Each experience is always unique. Ground work only – no horse experience required. *Limited class size*