Leadership

- Situational Leadership
- Emotional Intelligence
- 7 Habits of Highly Effective People
- 4 Roles of Leadership
- Team Charter Leader Guide
- Five Levels of Leadership
- Getting to Synergy
- Building Trust
- Who Moved My Cheese?
- FISH!

Management

Effective Performance Management - Mastering Performance Reviews: Build Teams, Improve Communication & Meet Performance Goals:

- The One Minute Manager
- Intuitive Decision Making Profile
- Supervisory Skills Questionnaire: Third Edition
- Strength Finder

Team Work:

- Whale Done!
- Team Effectiveness Profile: 4th Edition
- Partners
- Team Building Blocks
- Five Dysfunctions of a Team
- Exploring Personal Styles
- Grand Canyon Adventures
- Style Play Card Game
- Human Performance Deck
- Barnga: A Simulation Game
- Card Games by Thiagi

Communication:

- Fall 2009 Information
- SHRM Learning System PHR/SPHR
- Registration Form Fall 2009
- Certification Program Information
• Communication Derailed
• What’s my Communication Style?
• Neurolinguistic Communication Profile: Second Edition
• Performance Management: Through 5 key Conversations
• Learning to Listen
• DISC Profile
• Connections

Conflict Management:
• Thomas-Kilman Conflict Mode Instrument TKI

Administrative Assistants Program (AAP)

• Managing Diverse Cultures at the Speed of Change
• Developing Cultural Mobility Skills
• The 4 Agreements of Leadership
• Negotiating - The Sluggers Come Home

Cultural Competency/Mobility

• Time Management
• Stress Management
• Preventing Organizational Burnout
• Risk, Rescue, & Righteousness
• Power of Persuasion
• Mastery of Speaking as a Leader
• Implementing Strategy: Managing through Organizational Culture
• Managing with Power: Politics and Influence in Organizations
• Visionary Companies: Their Success & Characteristics

Brown Bag Sessions

Customer Service

• Advance Connections Noel-Levitz
• Connections Noel-Levitz
• Partners Noel Levitz
• How to Deal with Difficult People

Course Catalog

Call our office at (361) 825-5826 for more information.