



New Manager Training Workshops

- **Everything DiSC Management Workshop** – Teaches managers how to bring out the best in each employee. Six one hour modules utilize online pre-work, engaging facilitation with contemporary video to create a personalized learning experience. Customized profile provides in-depth feedback on management style and how to adapt to others. Key topics focus on five vital areas: Introduction to your Management Style, Directing and Delegating, Motivation, Developing Others and Working with Your Manager.
- **Essential Skills of Leadership (ESL)** builds a foundation that enables managers to manage their team toward to a shared goal: achieving the organization's strategic objectives. Throughout the workshop, participants will review video presentations and case studies, participate in group discussions, practice new skills and receive immediate feedback. Managers will leave the session with implementation tools, troubleshooting guides, and additional resources to help them immediately apply their new skills on the job. The 4-to-5 hour workshop and includes the following areas of focus: Maintain or Enhance Team Member Self- Esteem, Focus on Behavior, Encourage Team Member Participation. *Available as classroom training or ELearning.*
- **Essential Skills of Communicating (ESC)** helps managers learn the latest techniques in developing effective communication skills - improving their performance and increasing the productivity of the team and the organization. Throughout the workshop, managers will review video presentations and case studies, participate in group discussions, practice new skills, and receive immediate feedback. Managers leave with implementation tools, troubleshooting guides, and additional resources to help them apply the skills they have learned on the job. The 4-5 hour workshop is designed for 6-18 participants and includes the following: Create A Climate of Open Communication, Design Clear Concise Messages, Manage Non Verbal Behaviors Effectively, Listen to Communicate. *Available as classroom training or ELearning.*
- **The Management Map...Navigation Tools for the New Manager** - Moving from an individual contributor to a manager is one of the biggest leaps someone can make in his or her career. Management can be thought of as a journey. *The Management Map: Navigation Tools for the New Manager*, offers practical advice for new managers beginning their journey; using a creative travel metaphor to capture the reader's interest. From navigating company expectations, to coaching your team, to managing your new time commitments, new managers will appreciate the readable, step-by-step approach. Experienced managers will also benefit from a review of management best practices. **You will discover:**
- How to move from an individual contributor to manager
 - Solutions to typical new manager challenges
 - Techniques for maximizing productivity in your role
 - How to create an energized work climate for team members