

Customized Training

Workforce Training Center



Professional Consortium Series 2022

A Monthly Workshop for Business Professionals to Sharpen Their Skills and Stay Ahead of the Competition!

Class Schedule: 9:00AM - 12:00PM (Online/Zoom)

1/12/2022	EMOTIONAL INTELLIGENCE
2/9/2022	DIVERSITY STARTER KIT
3/9/2022	COACHING FOR PERFORMANCE
4/13/2022	STOP STRESSING, START LIVING
5/11/2022	PSYCHOLOGICAL SAFETY
6/15/2022	LEADING CONFLICT TO COLLABORATION

**Seats sponsored by Human Resources are available on a first come basis.
To sign-up for one or more sessions email humanresources@nic.edu**

Class Descriptions:

Emotional Intelligence (1/12/2022)

Our emotional intelligence affects the quality of our lives because it influences our behavior and relationships. Through discussion and self-reflection you will discover what emotional intelligence is, why it matters, the importance for successful leadership, along with tips for improving your emotional intelligence.

Diversity Starter Kit (2/9/2022)

Diversity does not have to be difficult. Anyone can learn about diversity, but doing something about it is a different story. In the Diversity Starter Kit, participants will learn ways to start the diversity conversation, even when it's a brand new topic or when there isn't much perceived diversity in their group.

Coaching for Performance (3/9/2022)

"The mediocre teacher tells; the good teacher explains; the superior teacher demonstrates. The Great Teacher Inspires!" --William A Ward.

Students taking this course will become familiar with the concept of coaching and have a better understanding of the major coaching functions, the key skills used in coaching, differentiate between general and pinpointed coaching statements, describe an "I" message, and feel comfortable using this coaching technique to improve employee performance. This class will require student engagement and participation in the discussions.

Stop Stressing, Start Living (4/13/2022)

Overcome workplace stress using self-care strategies. Learn how to identify personal and professional stressors. Discover tools to apply healthy boundaries. You will develop your own self-care plan at the conclusion of this class.

Psychological Safety (5/11/2022)

People work best in safe and reasonably predictable environments. This includes physical safety, a reasonable range of work expectations, and psychological safety. Psychological safety is ensuring that each person can flourish in their job without fear of belittlement, unrelenting and unpredictable changes, or being "called out" for the smallest errors. This course will explore how to provide a psychologically safe work environment and what to do if you're working in a space that is not psychologically safe.

Leading Conflict to Collaboration (6/15/2022)

Leaders Face many pressures including limited resources, performance expectations and complex team dynamics. These challenges, combined with differences in ideas, perceptions, and priorities often create conflicts that are difficult to manage and resolve. During this workshop, you will explore how to transform conflict into opportunities for collaboration and problem-solving. Through self-assessment, experiential exercises, and discussions with your peers, you will discover practical strategies for making difficult conversations more productive and for creating a respectful environment in which to resolve conflict.