Managing Transition: Creating Opportunities

This program is designed to help individuals develop key coping strategies and techniques to keep them focused, productive, and effective during the transition process and going forward. Participants learn to communicate better and improve relationships which are key to their success and the success of the organization.

Four key coping resources are presented and explored:

- Problem-Solving – the ability to deal directly with difficult situations and make positive changes to resolve them

- Communication – the ability to share thoughts and feelings with others in order to promote mutual understanding, even under difficult circumstance

- Closeness – a comfort level with others and the ability to connect with people in your environment

- Flexibility – the ability to adapt to changing circumstances even unstructured and unpredictable situations

Participants develop an action plan for managing transition and creating opportunities.

Clarifying Work Flows and Expectations

Working remotely has brought work flows and expectations to the top of the list of important conversations. Most often the cause of unmet expectations is the lack of clarity. Working remotely creates the opportunity to review work flows and expectations.

In this workshop participants explore key result areas, roles and responsibilities, and specific work expectations. Participants leave with a framework for discussing expectations with others creating clarity and understanding.

Being an Effective Team Member

The separation from others can make the team aspects of work harder and the importance of Teamwork less obvious. Putting these three ideas into action will increase team effectiveness: Understand your role, build relationships and assume positive intent. Participants explore tools and resources for creating positive and productive interactions. A framework for sharing expectations along with strategies for building relationships are some of the resources provided in this workshop.

Interpersonal Style and Stress: Understanding Needs and Preferences

Today stress is being felt around the world at every age and at every level in the organization. Although we may have that in common, our stress responses are quite different. What is depleting and exhausting for you may cause someone else to be energized. Increasing self-awareness and understanding of what causes you stress will give you more control over it. Learn how different interpersonal styles respond to stress and gain tips for managing and reducing stress levels in your virtual work world and with housemates.

Option: Offer the Everything DiSC Workplace assessment for participants to gain a deeper understanding of their style and receive personalized feedback and strategies for increasing effectiveness and working well with others.

Building EQ Agility

Participants learn ways to adapt to the needs of the situations they experience. It enables social and emotional problem-solving to help support agility. Prework for this workshop includes completing the Everything DiSC Agile EQ assessment.

By combining the personalized insights of DiSC® with active emotional intelligence development, participants discover an agile approach to workplace interactions and learn to navigate outside their comfort zone, empowering them to meet the demands of any situation.

Navigating Your Team through Unchartered Territory

Leaders are clearly navigating 'unchartered territory' defined as a situation or circumstance that is foreign, unclear, or unfamiliar and which may be dangerous or difficult as a result. In this program, leaders explore tools for guiding and supporting the team. Participants focus on the human aspect such as recognizing needs and preferences of others as well as the operational pieces such as work flows, roles and responsibilities, specific work expectations. Participants leave with a guide for navigating their team. Leaders are encouraged to share ideas with team members and collaborate on solutions.

Building a Cohesive Team

The Five Behaviors Personal Development solution teaches individuals to become better teammates. The workshop and tool help individuals understand and apply the principles of the Five Behaviors model to foster communication within and across teams:

- Trust One Another
- Engage in Conflict Around Ideas
- Commit to Decisions
- Hold One Another Accountable
- Focus on Achieving Collective Results

Prior to the workshop, participants complete the Five Behaviors Personal Development assessment. Participants do not need to be part of an intact team to attend this workshop. This is designed to enhance individual team member skills which can then be carried over to other teams as new teams are formed, team members change, or goals are redefined.

The Gift of Feedback

Build new communication and feedback practices that reinforce a positive, healthy culture. Feedback is an essential component for managing work flow and it is also vital to employee growth and satisfaction.

Participants learn tips and techniques for making feedback more effective especially when given remotely. The workshop explores a variety of feedback opportunities including on-the-spot feedback, redirective feedback as well as asking for feedback for yourself. Participant materials include outlines for these important interactions.