

Celebrating Diversity

In today's competitive marketplace, many factors contribute to the success or failure of an organization. One such factor being addressed today is the existence of a culturally diversified workplace. This seminar will identify interpersonal conflicts due to cultural diversity, examine cultural differences that may exist in the workplace and describe how personal cultural differences influence perception. Communication styles and problem solving techniques.



Getting Unstuck: Learning to Move with Change

In this program, attitudes, skills, and strategies useful in responding to the demands of change will be explored. Also discussed will be the process of personal change and its impact on our work and relationships. The program is designed to be interactive and will focus on three phases of transition: letting go, the "neutral zone," and new beginnings. The seven stages of change will also be explored. Strategies for optimal functioning during change will be provided.



Sexual Harassment - Is It or Isn't It?

What are the two types of sexual harassment and what is not considered sexual harassment? Procedures for reporting an act. Scenarios involving male-female, female-female, male-male, and female-male will be discussed.



Balancing Life and Work

We are all too aware of the multiple demands in modern life. Clarify values and find some ways to negotiate a balance between the demands of work, home and personal needs to respect what is important to you.

Incorporates techniques of assertiveness training, time management, and effective communication skills.



Workplace Violence – What Can You Do?

Each year 1.5 million people are assaulted in the workplace. What do you call violence? How well do you know your company's plan for handling violence? Learn to recognize barriers to communication and how to diffuse potentially volatile situations.



Taming Time

Do you know the ABC's of time management? Do you want to learn how to earn 5-8 hours/week to spend on activities of your choice? Learn about the tests of necessity, appropriateness and efficiency and other techniques for time management.

Wellness Seminars

Care for the Caregiver

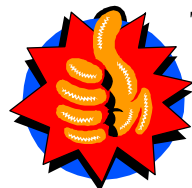
Are you part of the sandwich generation? The first job of the caregiver is to be the best and strongest resource for the care recipient. Learn signs and symptoms and burnout, and stress management skills to resolve it. There will always be internal and external barriers to communication – learn effective skills. Acknowledge the positive benefits of laughter.

The Power of Words: Effective Communication Skills

The purpose of this workshop is to increase skills in interpersonal communication in the workplace. The workshop is designed to build participant awareness of the elements of effective communication including: the role of self-esteem, communicator style, decision perception, and making in work related interactions; to develop participant skills in verbal/non-verbal message-sending; to develop participant skills in active/empathic listening, and to relate communication skills to specific work situations.

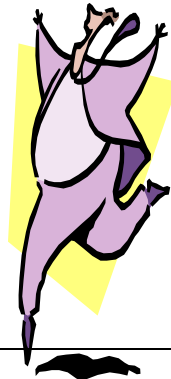


Motivation: Adopting a “Can-Do” Attitude



This workshop focuses on aspects of motivation and what incentives influence behavior change. A major focus is on problem ownership and who has the issue when someone is not “motivated”. The power behind positive thinking will be explored.

Practicing Safe Stress



Eustress, distress, which is it? Explore factors that increase individual stress & practical ways to lower it. Relaxation techniques & humor may be commonly used to lower stress.

Dealing with Challenging Personalities – or How to Bring out Their Best When They are at Their Worst



Respectful Relationships can be challenging because people have different personality types. Learn about “The Tank”, “The Know It All”, “The Sniper”, “The Yes Personality”, “The Grenade”, and “The Nothing Personality.” Learn how to live and work with these individuals.

Retirement Planning: Choices and Challenges



Preparing for retirement involves emotional, psychological, physical and financial concerns. How does one decide when to retire? Self analysis for retirement completed by participants.

Wellness Seminars

HelpPeopleSM
Employee Assistance Program

Grandparents Parenting Grandchildren

6% of children under the age of 18 live in a grandparent headed household. This seminar brings to attention potential legal, financial, medical, educational, psychological and emotional issues before they become problems. Learn how to not polarize the situation by taking sides.



Alcohol and Drug Awareness: Would You Know It if You Saw It?

What are the physical and emotional warning signs of use/abuse? Seminar includes information on frequently used drugs and their impact on the home/workplace. Find out what is meant by “Blood Alcohol Concentration”. Intervention principles and barriers to confrontation also discussed.

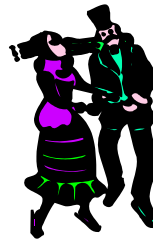


Home Alone: The Key to Keeping Latchkey Kids Safe

Age is not the only factor that parents should consider when deciding the best time to leave the children at home without adult supervision. Learn what to consider, how to prepare kids, as well as the options for support available to you.

“Tis the Season to be Jolly”

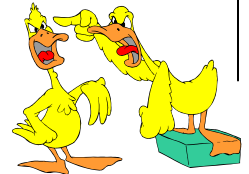
Ongoing family problems, relationship changes, health, single parenthood and employment changes all contribute to stress at



the holidays. A review of one’s expectations and suggestions for managing the stress will be discussed. Discover ways to “beat the winter blahs.”

Conflict: It’s Not About Winning, It’s about Getting Along

Strained workplace relationships can be stressful. Explore negative styles of conflict and resolve conflict “Step by Step.” Avoid hooks that are thrown to initiate conflict.



Generational Workplaces

Beyond working with day to day issues and challenges, we are now faced with the generational puzzle to solve – four generations trying to work together – and sometimes they clash and misunderstand each other. Learn core values and on-the-job assets and liabilities for the matures, baby boomers, Generation X and the Nexters.



Wellness Seminars

Healthy Relationships – Are You Working too Hard?

Learn how boundaries, equality, communication & self-esteem contribute as important elements of healthy relationships. Discussion of unhealthy boundaries and how to find a healthy balance of needs.



Humor Your Stress Away

Humor is clearly an important part of our lives. Americans seek out humor for entertainment and escape. Laughter has been viewed as important to one's well-being for thousands of years. An old Israeliic proverb that is familiar to all of us states that "Laughter is the best medicine."

Learn how laughter affects our physical as well as mental well-being and how to incorporate humor as a stress management skill.



Coping with Grief and Loss: A Journey Towards Peace



No one is ever prepared for the illness or death of a loved one. Allowing oneself to grieve without becoming overwhelmed by sadness can be difficult. Understanding normal behavior and examine defenses and coping styles at home or work will be discussed.

Can We Talk? Parenting 10 – 21 year old children

We live in a society where parents and children are faced with overindulgence and increasing stressors that can serve as barriers to effective parenting and enjoying healthy relationships with their children. This program explores these stressors and ways to prevent them from negatively impacting relationships. It discusses characteristics of healthy relationships with children and offers suggestions for developing more effective communication. Also, ways to promote positive self-esteem in children that can enhance a child's relationship with his/her family as well as peers.



Living with Teens: Surviving Adolescents



The search for personal identity begins in the teen years, a time of searching and self-discovery, of optimism and joy, challenges and risk-taking. With the support of effective parenting, most teenagers get through this traumatic period successfully.
