ROCHESTER
COMMUNITY AND TECHNICAL COLLEGE

Center for Business and Workforce Education

Leadership Series Online
$299 for all six modules or contact BWE for group pricing

This on-demand, web-based program, offers a low-cost training solution for individuals and agencies. It is a valuable training tool which has 6 independent, self-paced courses for professionals. Courses can be taken any time day or night. A certificate of completion is provided upon successful completion of each module for continuing education records. Tracking of individual course completions is available with My CEU tool. The online leadership series uses a mix of engaging content and interactive exercises to provide real feedback for quick transfer of learning and faster application to the challenges faced in the workplace.

Leadership Styles

- Prepare you to become a leader of your organization
- Support a path of personal leadership development
- Learn to communicate effectively in one-on-one and group settings

Communication is Key

- Increase your ability to communicate with individuals and groups
- Learn to function more effectively and assertively in various work environments
- Develop a newfound ability to speak up effectively when you want to accomplish a task

Team and Teambuilding

- Learn about the team performance model and the factors that can positively and negatively affect team performance
- Describe how to manage interventions that can strengthen team performance
- Identify team performance issues and link those issues to underlying dysfunctional team dynamics

Time Management

- Effectively manage your time in order to achieve success
- Learn a "how to" that will lead you through the maze of conflicting priorities, disorganizations, over-commitments and limitations
- Apply a 10-step format for achieving balance and maximizing deadlines

Conflict Management

- Successfully negotiate conflict situations with teams and other people in the workplace
- Learn to identify different types of conflict situations
- Demonstrate how to respond effectively to different types of conflict

Coaching and Feedback

- Develop the fundamental aspects of being a coach
- Differentiate between effectively coaching others and various forms of "helping" in the workplace
- Demonstrate how to provide effective feedback to coach others and elevate their performance

Please call us with Registration Questions at 507-280-3157
Registrations with a credit card payment must be made through our online registration system.
www.rctcbwe.com