

Growth - Personally and Professionally

Course Catalog – 1st Qtr 2021





crucial conversations®

Select one date for each Session2/9 or 3/23Part 1 of 52/16 or 3/30Part 2 of 52/23 or 4/6Part 3 of 53/2 or 4/13Part 4 of 53/9 or 4/20Part 5 of 5

Sessions do not need to be taken consecutively

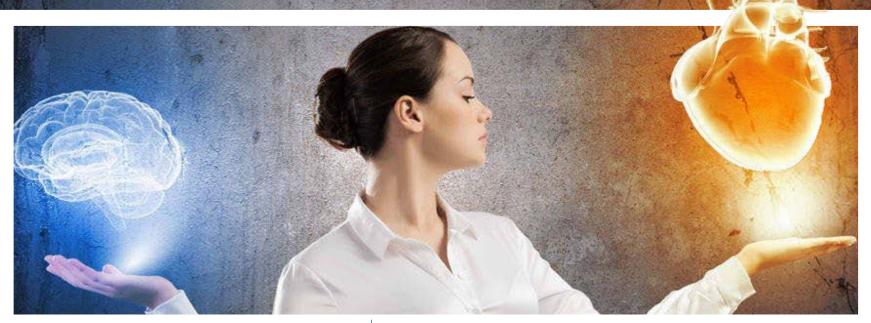


crucial conversations®

Coaching & Crucial Conversations *Refresher*February 18, 2021
1pm – 3pm

Click here to register

This is a refresher course for those who have previously attended Crucial Conversations. This class will provide demonstrations and skill practice in small groups to further hone the Crucial Conversations skills. Research has shown that continued practice helps reinforce the learning.



Emotional Intelligence

Zoom sessions 9am-11am Emotional Intelligence is the #1 predictor of success, both personally and professionally. Knowing what it is and knowing how to use it to improve life are two very different things. We'll look at 4 skills, and 15 components of EI. Examine past behaviors, assess current situations, and discuss how to strengthen EI.

Dates	Topic	Link to Register
1/28/21 or 4/1/21	Part 1 of 4 – The Four Skills of Emotional Intelligence	Click here to register for Part 1 of 4
2/4/21 or 4/8/21	Part 2 of 4 – Self Regard, Emotional Self-Awareness, Assertiveness, Independence, & Self-Actualization	Click here to register for Part 2 of 4
2/11/21 or 4/15/21	Part 3 of 4 – Empathy, Social Responsibility, Interpersonal Relationships, Stress Tolerance, Impulse Control	Click here to register for Part 3 of 4
2/18/21 or 4/22/21	Part 4 of 4 – Reality Testing, Flexibility, Problem Solving, Optimism, Happiness	Click here to register for Part 4 of 4



Leading from the Inside Out

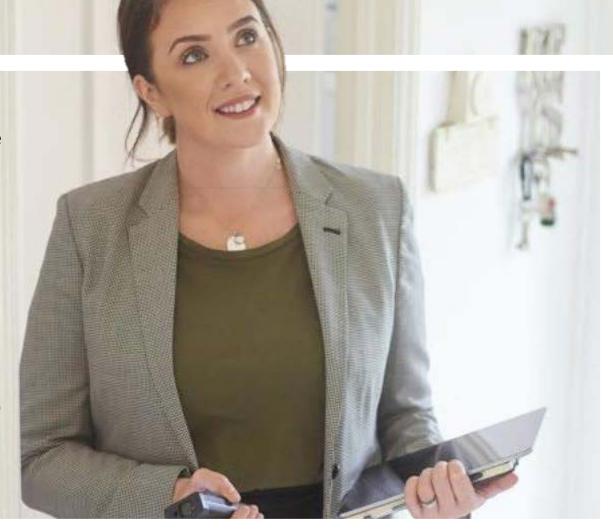
February 3, 2021

9:00am - 11:30am

Zoom

Leadership in it's most simple definition is influence. Do you want to learn more about leadership? Are you a current leader who would like to evolve your skill set? Enroll for this class today to gain greater understanding of what it takes to become an effective leader. Here's a hint though – it starts with who YOU are. It starts with your heart!

Professional DynaMetric Program (PDP) is a behavioral assessment that measures the dynamics of an individual by focusing on four cornerstones of behavior. Ultimately these behavioral styles culminate to form our personality. The assessment identifies motivators and shows how environmental factors affect stress, energy and satisfaction levels. An emphasis is placed on how you accomplish tasks, communicate, your leadership style, motivators, de-motivators, mental energy level, and behavioral satisfaction.



Understanding Your PDP Results

February 23, 2021 8:30am – 12:00pm On Zoom February 23, 2021 1:00pm – 4:30pm On Zoom



Employment Law Simulation

February 24, 2021 8:30am – 2:00pm On Zoom Review various non-discriminatory laws & regulations, gain basic knowledge in order to avoid possible areas of concern, learn about the manager's role in investigations & documentation.



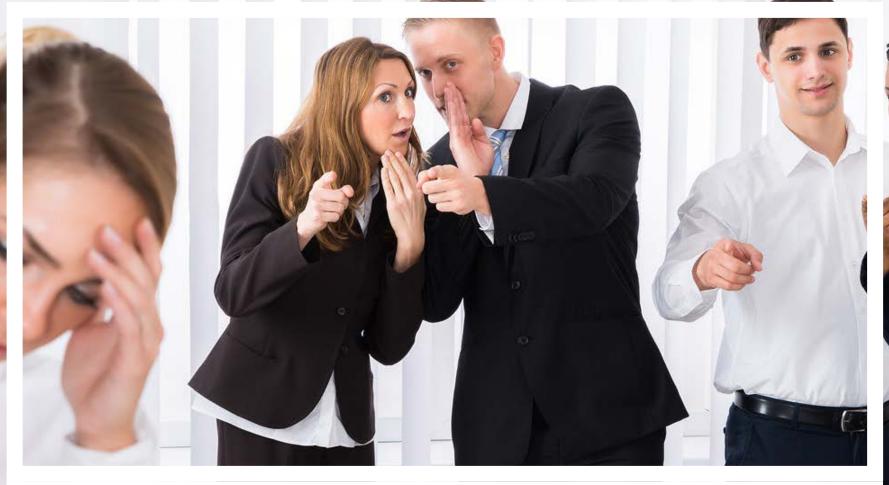
Body Language

February 25, 2021 8:30am – 12:00pm LLD – Artistotle Classroom This course is based on the twenty-plus years of research and experience of former FBI agent and non-verbal communications expert, Joe Navarro. The student will learn how to identify and analyze the involuntary signals sent by the limbic brain through non-verbal communications.



Leading Without a Title

February 25, 2021 1:00pm – 4:30pm LLD – Artistotle Classroom This course was developed specifically for employees who are not currently in a leadership role at Covenant. It covers the important qualities of a leader, self-analysis, and methods the employee can use to continuously improve their leadership skills. Click here to register!



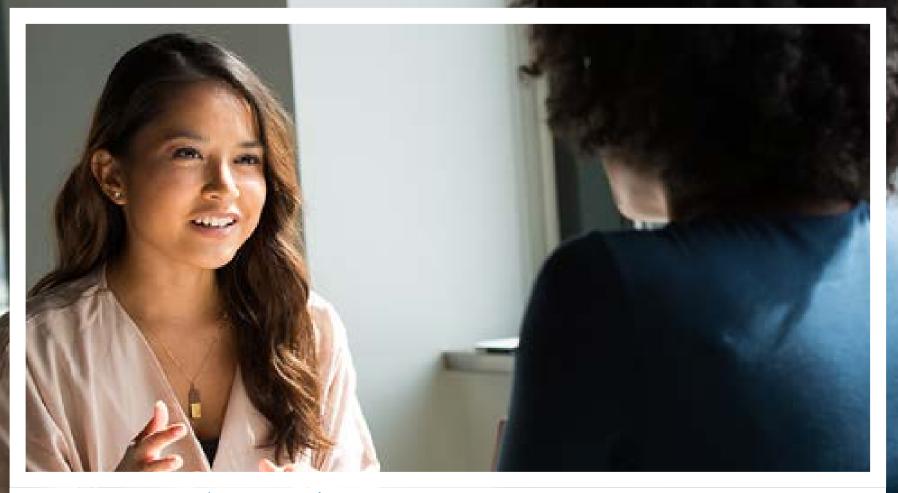
All Things Harassment

March 10, 2021

8:30am - 11:30am

On Zoom

This class will provide a thorough understanding of harassment as governed by employment laws and company policy. This class focuses not only on understanding the law but what to do when you recognize a challenge. The concepts covered include: sex, race, disability, gender, and a hostile work environment.



Hiring & Behavioral Interviewing

March 10, 2021 1:00pm – 4:00pm On Zoom

This course covers the use of appropriate interviewing questions, venues, setting the stage, selection criteria and practice opportunities.



Leadership Roundtable

LLD is hosting our first Leadership Roundtable with Jim VanderSteeg. We'll have a discussion on "Perservering while Remaining Focused." Please add questions you have on this topic at this link.

Zoom participation is limited. Click here to register



For all your development needs, we have a seat for you.

Register for classes today!

