

BUSINESS SKILLS TRAINING PROGRAMS



WANT YOUR TRAINING TO TAKE HOLD? ADD COACHING.

TRAINING CAN IMPROVE PERFORMANCE BY **22%**

TRAINING WITH COACHING CAN IMPROVE PERFORMANCE BY **88%**

EVEN GOOD TRAINING ONLY GOES SO FAR. IF PEOPLE AREN'T SUPPORTED TO IMPLEMENT WHAT THEY'VE LEARNED AND MAKE CHANGES, AT LEAST 2 VALUABLE RESOURCES ARE WASTED: T&D DOLLARS AND EMPLOYEE TRUST.

OUR PROGRAMS BUILD ORGANIZATIONAL CAPACITY BY TEACHING THE FUNDAMENTAL BUSINESS SKILLS OF SELF-MANAGEMENT, COMMUNICATION AND TEAMWORK. MANAGERS LEARN HOW TO SUPPORT THEIR TEAMS TO INTEGRATE THE SKILLS THAT CREATE A CULTURE OF HIGH-PERFORMANCE. YES, OUR PROGRAMS REQUIRE A BIGGER COMMITMENT. YES, THIS RESULTS IN A BIGGER PAYOFF THAT DOESN'T WASTE RESOURCES AND BUILDS PERFORMANCE CAPACITY.



Work In Progress Coaching™ ~ www.wipcoaching.com ~ (831) 685-1480

BUSINESS SKILLS TRAINING PROGRAMS

Focus on Productivity: Managing Self, Others & Time



You can't manage time. You can manage how you use it.

Effective people focus on producing results, not busy-ness.

This requires knowing what's expected, managing interruptions and communicating clearly. Participants learn how to stay focused, hold themselves and others accountable, and the principles of a commitment-based time management system.

Curing the 5 Dysfunctions of Team



What would be possible if your team had a higher level of trust, more mastery with conflict, clearer commitments, embraced accountability and focused on results? Based on Lencioni's The Five Dysfunctions of a Team, this program lays the foundation for people to make substantial progress toward being a cohesive, effective team.

Effectively Handling Conflict



Conflict is the condition in which one person's concerns appear to be incompatible with another's. Effectively dealing with conflict can be anything but simple, and can derail productivity and performance at many levels. Using the TKI® instrument, participants learn the five conflict-handling modes (competing, collaborating, compromising, avoiding, accommodating), the benefits and tradeoffs of each, and how to communicate effectively with people with different modes.

TeamWork: Values Matter



Understanding values is indispensable for any process of development and change. Values are a key source of our direction and motivation. Unexplored values, expressed through habitual, automatic behaviors, undermine performance causing competent, dedicated, hard-working individuals to perform below par. Connecting values to work increases performance, engagement, satisfaction.

TeamWork: Leveraging Style & Ambitions



Teams examine preferences for dealing with problems and change, as well as their preferred communication style and natural motivations. They learn how and when to use their strengths and strategies for communicating effectively with people having different preferences. This program helps managers and employees have the right people on the right bus at the right time.

What's slowing your success?

Low morale ~ High-turnover
 Poor communication ~ Conflicting priorities
 Low productivity ~ Weak accountability
 Employee disengagement

Remove these barriers with training that gives your people traction.

SKILLS TRAINING PROCESS



With onsite and remote delivery capabilities, our experienced trainers and coaches teach practical skills that support people to perform at their best.

Price determined by number of participants. Volume pricing available when booking multiple programs.

