

Suggested topics:

Character Based Leadership – this is best done with leadership in one group, subordinates in another group. This allows for more transparency and growth. Each group would be 1.5 hours, with one team building exercise between. Usually ends up being a total of 4 hours. It is a great start to a yearlong program, can be split into quarterly trainings or half day.

Values – Discovering your WHY – This starts with a discussion around what values motivate you and how that leads you to your WHY. Your WHY is what then drives you to set goals, expectation and inspires you to action. We then go through an exercise where you create action steps and a plan to make your WHY your REALITY. Can be 2-3 hours, depending on size of group. If small group, will include teambuilding exercise.

Goal Setting/Planning – This is a great tool for teams that would like to move forward together. We start with the actual goals, whether they are team goals or individual (this would be your choice) and move to working through obstacles, implementation, evaluation and redirection. We end with setting up accountability, both self and partnered to instill lasting positive momentum. Can be 2-4 hours, depending on size of group and what organization requests. If small group, will include teambuilding exercise.

Time/Workflow Management – Wondering how you are going to get it all done? This condensed version of the Goal Setting Workshop will help your organization manage all their tasks, priorities and leave them time for creativity in their work. By adopting these new habits and ways of managing time, you will find your organization is getting more done in less time – and they are happy about it! *90 minutes*

Sabotaging Your Success - Are you Sabotaging Your Own Success? This workshop will provide interactive learning to discuss the communication mishaps that strike when we are faced with fear, uncertainty and panic. *One hour.*

Communicating with Multiple Generations in the Workforce – This walks people through the best strategies organizations are using to navigate the turbulent waters of having 5 different generations in the workplace – a unique situation! The data was all compiled by interviewing organizations to learn best practices and attempts at communication that didn't have the intended results. This can be an engaging way to promote teamwork and inclusivity between a diverse team. *One hour.*

This topic can also be delivered as a workshop where groups discuss different aspects of the topic and find solutions to issues the groups are having – very dynamic way to have this discussion.

Setting and Living by Your Intention – A great workshop with teambuilding built right in! This workshop helps team discover what their intention is for the coming months. As soul searching as they make it, the exercise helps bond people through common desires and goals. The session ends with everyone creating a piece of jewelry or key chain with their "Word" stamped into it as a

constant reminder and motivator. Mostly runs *2 hours*, depending on size of group. A fun choice for a group less than 15. *There is an extra charge for materials, depending on number of people.*

Networking 101 - Whether you are new to business or just want to up your game, this session will give you some great tips on making that next mixer a big WIN! Introvert? No fear, we will share some great first steps you can take to help minimize that initial fear. There will be time built in to practice these new skills throughout the conference as well! *One Hour.*

Productivity for the 8% (Time Management) - Did you know that 8% of people that set goals actually achieve them? Which group are you in? In this workshop learn the secrets of the Uber-Successful. You will walk away with tangible changes you can implement TODAY to start being more productive and on the way to your next Big Goal! *One – 3 Hours, depending on organizational needs.*

Working with Boards – This is a great training for newer boards or boards that are experiencing some stagnation. We review a Boards Roles and Responsibilities, basics to governing as a team, the ingredients to a good mission statement and aspects of a solid Strategic Plan. This is a great workshop for board retreats or an onboarding meeting. This is an overview, providing a good springboard for board discussion around what training they need and where their strengths are. *Three Hours*

Strategic Planning - Once you have your Mission/Value Statements, your Board of Directors and your staff all ready? You start your Strategic Planning. This workshop will guide the Board/ED through the planning process, including timelines and accountability. Create a valuable structure in which your organization can move forward and see success. Option for quarterly follow up to evaluate, tweak and move through 12 months of forward movement. This is an individually created program, time will depend on organizational needs.

Membership Initiative – You have a great organization. The people involved are committed and reliable. But you need more. Recruitment can be daunting – where do you look? How do you attract the right people? How do you move past common questions and start filling your ranks? This interactive workshop will leave you with actions you can implement so that those you depend on can have help and your organization will have sustainability. *One hour*

Effective Communication – This is structured according to your organizations needs. Do you have issues with delivering/receiving feedback? Maybe inter-department communication is your issue? Do a few negative people hold the rest of your team hostage? This hour-long workshop will help your team understand the why's of your communication deficit and provide solutions. After an initial call to determine what your issue is, we will plan accordingly for a one-hour workshop.

Sabotaging to Success – *How communicating with intention can propel you forward.* Are you Sabotaging your success and communication? This workshop starts with interactive learning discussing the communication mishaps that strike when we are faced with fear, uncertainty and panic. Learn habits to avoid and new skills to help turn the panic into focus. Then, delve into how setting your intention *before you start* to communicate – with yourself and others – will propel you forward and set you up for success! *2 Hours*

5 Hour Workday – You've heard the hype around the 5-hour Workday. What is it, really? Will it work for me? Find out the truth around this Too Good to Be True concept! You will walk away with a good idea about how to incorporate even SOME of this into your schedule, come out ahead and be left with time to dedicate to those things you think you just don't have time for! *One Hour*

Overcoming the Fear of Public Speaking – Some people fear public speaking more than death itself. Don't be that person! Through this program you will start with the basics of an elevator speech moving into extemporaneous speaking and ending with giving an address. There will be valuable exercises that help you with creation and delivery, leaving you ready for that next networking event or proposal pitch. *2 hours*

Leadership Among You - We will look at the top 5 Leadership skills - how to recognize them and how to nurture them. Attendees will leave the workshop with valuable insight into what they already have on their team and what they need to either hire for or nurture in their current employees. *One Hour*

Self-Care Training – Ever feel overwhelmed by your thoughts? Does your organization struggle with the stress or anxiety about the tasks you need to complete on a weekly basis? This workshop will outline the habits, actions and mindsets your team can use to clean up the mental clutter that might be holding them back from being more focused and mindful. *90 minutes – 2 hours*

Investing in Your Employees - This training covers how managers can make their team feel valued, provide quality recognition and be even more committed to reaching the organizational goals. In turn, the organization benefits by not only reaching those goals, but also having committed, loyal and productive employees that are happy to come to work every day. This continues to benefit both the organization and the employees and those they serve by continually attracting more committed and loyal employees. *2 hours*

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