

CORPORATE ONSITE TRAINING

WELLNESS

BALANCING HOME AND WORK

- Evaluate the balance in their lives
- Develop a Plan for Change
- Learn tools for creating balance

DESK-ERCISING THROUGHOUT THE WORKDAY

- Develop ways to stretch and exercise during the work-day
- Gain tips for weight loss at work
- Discover ways to protect your back and other ergonomic tips

MAKE THE MOST OF YOUR MEMORY

- Develop an Understanding of how the memory works
- Learn techniques to sharpen your memory skills
- Discover the secrets of maintaining a healthy memory

MAXIMIZE YOUR ENERGY

- Identify the current patterns that may be energy-draining
- Explore and practice ideas for sustaining energy & becoming more stress-hardy
- Learn techniques to become more refreshed physically, emotionally and mentally

NUTRITION: WHY WE EAT-THE EMOTIONAL AND BEHAVIORAL ASPECTS

- Define what “normal eating” is for them
- Explore the connection between emotions and eating
- Identify some common traps and barriers to success in managing nutrition
- Work on strategies for change

SMART NUTRITION: EATING FOR OPTIMUM HEALTH

- Identify healthy foods and healthy portions
- Learn strategies to create and maintain healthy eating habits
- Explore common nutrition and dieting myths and mistakes

SURVIVAL GUIDE TO HOLIDAY EATING

- Altering holiday treats to fit into your meal plan
- Do's and don'ts for holiday weight maintenance
- Understanding the season food-mood connection

STRATEGIES FOR MANAGING WORKPLACE STRESS

- Assess their current stress level
- Identify the causes and effects of stress
- Write a personal stress management plan
- Learn ways to cope with stress and change
- Practice techniques of stress management

THE SECRET TO GETTING A GOOD NIGHT'S SLEEP

- Understanding the Physical, emotional and psychological effects of sleep deprivation
- Recognizing why we need sleep-how much is "enough"
- Ways to create a conducive sleep environment

THIS DECEMBER WILL BE DIFFERENT (HOLIDAY STRESS)

- Take a look at their holiday expectations
- Learn ways to put the joy back into the holidays
- Practice holiday stress relievers

ORGANIZATIONAL ISSUES

COMMUNICATING CLEARLY AND EFFECTIVELY

- Consider how personal style affects communication
- Explore the 5 steps to effective communication
- Learn how to be direct and tactful
- Learn how to deal with differences

COMMUNICATING WITH CUSTOMERS

- Consider who customers are
- Explore how communicating with customers is different than other types of communication
- Discuss what behaviors and situations with clients are most difficult
- Discuss how to establish respectful relationships with customers

CREATIVE CONFLICT RESOLUTION

- Understand what conflict is and why it can be difficult
- Understand the role emotion plays in conflict and why managing your emotions is important
- Explore how personal style affects how people handle conflict
- Learn simple techniques for communicating during conflict

DEALING WITH DIFFICULT PEOPLE

- Consider what behaviors and people are particularly challenging
- Explore what the typical responses are to these challenges
- Learn practical skills to responding with more grace and flexibility

NAVIGATING ORGANIZATIONAL CHANGE

- Understanding Change
- Manage their Own Change
- Build resiliency in Times of Change/Stress

TIME IS ON MY SIDE

- Identify time management as energy management
- Select a time planning tool that works best for the individual
- Prioritize the demands on one's time

VIOLENCE PREVENTION IN THE WORKPLACE

- Identify risk factors in the workplace
- Understand identifiable patterns of violence
- Learn Prevention Strategies including Defusing and De-escalation techniques

*Supervisory version also available

SUPERVISORY TRAININGS

CONFLICT RESOLUTION

- Understand how perceptions of conflict differ
- Explore different conflict management styles
- Look at the model for respect and conflict resolution
- Determine your role as a manager in conflict resolution

DEALING WITH THE DIFFICULT EMPLOYEE

- Define the most challenging behaviors
- Explore responses to difficult employees
- Learn new strategies in managing and referring employees for assistance

DRUG AND ALCOHOL AWARENESS TRAINING (DOT VERSION ALSO AVAILABLE)

- Learn basic information about the most commonly abused drugs
- Learn the risk factors associated with substance abuse in the workplace
- Understand the role of the supervisor in documenting and referring employees with potential problems

THE RESILIENT LEADER (A SIX PART SERIES) - BROCHURE ON-LINE

- Discuss the qualities of an effective leader
- Explore the relationship between leading and managing
- Create strategies to develop leadership skills
- Practice new leadership behaviors

WORKLIFE TRAININGS

CARE FOR THE CAREGIVER

- Learn more about caregiver stress
- Discuss a new definition of Caregiving
- Find out about resources they can use
- Learn how to be a positive caregiver
- Define burnout and see how to avoid it
- Experience stress resiliency techniques

DETERMINING YOUR ELDER OR DEPENDENT ADULTS NEEDS

- Learn about assessing the health and safety of a family member
- Learn about assessing the level of functioning of a loved one and deciding next steps
- Learn about tips on developing a care plan based on their needs
- Learn about resources for a loved one

ADVANCE DIRECTIVES: DOCUMENTS YOU NEED TO PROTECT YOUR END OF LIFE WISHES

- Learn how to Discuss sensitive topics with elders
- Learn about Advanced Directives (living wills, power of attorney...)
- Discuss strategies about securing your parent's future

LONG DISTANCE CAREGIVING

- Learn about staying involved with a loved one who lives far away
- Learn about gathering information on a family member
- Learn about making the most out of in-person visits
- Learn about getting the support needed to take care of loved ones

MAKING CHOICES: THE LEVELS OF CARE

- Learn about the variety of services and resources available for older adults to stay home
- Learn about levels of care to include assisted living and nursing care
- Learn about Medicare, Medicaid and insurance eligibility
- Learn about pros and cons of Long term care insurance