

WORKFORCE AND ECONOMIC DEVELOPMENT

SPRING 2018 BUSINESS/ MANAGEMENT COURSES

Elite G.O.A.L. Attainment

Create radically empowering changes in your life, your relationships or your career. Get rid of to-do lists and gear up for a powerful, interactive, goal-setting workshop. Professional success coach and life strategist Dominic LaFay will guide you through an individualized goal achievement process that gets results. You'll walk away confidently with the essential Results Code process used to get ahead in your life personally and professionally, master the ultimate determining factor for improving the quality of your life's results, a guide to doubling your personal productivity overnight and a written plan for immediately turning your goals into your reality.

(Approved by BELTSS for 4 CE hours.)

Instructor: Dominic LaFay
Saturday, March 10
8:30 a.m. - 12:30 p.m.
Fee: \$65

Coaching and Mentoring

Discover how to successfully coach and guide your team members in

- motivation theory and practice
- coaching for optimal performance
- bringing out the best in others
- building a collaborative relationship with peers
- tools and techniques of effective mentoring.

(Approved by BELTSS for 6 CE hours.)

Instructor: Dominic LaFay
March 20 and 22
4:30 - 7:30 p.m.
Fee: \$109

Building Effective Teams

In today's dynamic workplace, "team players" must be proficient in a variety of interpersonal process improvement and project management skills. In this course, you will develop these competencies and improve your ability to meet day-to-day team performance goals, work with the team to make decisions, facilitate effective team interaction and work effectively with others outside the team.

Instructor: Maria DalPra
Wednesdays
April 11 - April 18
4:30 - 7:30 p.m.
Fee: \$109