



If you want training that can be *scheduled when you need it*, we can deliver topics virtually, that are interactive and engaging. All topics can be customized to meet your learning objectives.

Check the topics below that you'd like to consider, then simply copy and paste (or scan) and send to: dave.tippett@theea.org. We'll then send you information on content and pricing.

- Balancing Result and Relationships as an Effective Leader
- Behavioral Interviewing
- Building and Maintaining Trust on a Team
- Business Writing Workshop
- Civility in the Workplace: Creating Respectful Workplaces for All
- Coaching Employees to Higher Performance
- Compliance Issues for Supervisors
- Conflict Resolution
- Crisis Leadership
- Customer Service Excellence
- Ditch the Drama: Reality Based Leadership
- Effective Communication For Leaders
- Emotional Intelligence: Making it Work at Work
- Employee Handbook Workshop
- HR Recordkeeping and Documentation
- Leadership for Leads
- Managing through Change
- Managing Virtual Teams
- Maximizing Employee Engagement
- Performance Management/Corrective Action
- Problem Solving
- Recognizing and Addressing Substance Abuse in the Workplace
- The Five Languages of Appreciation at Work
- The Roles and Responsibilities of Supervisors
- Time Management
- Uncovering and Overcoming Unconscious Bias
- Winning at Work with DISC
- Working Successfully with All Generations
- Workplace Harassment and Prevention
- World of Psychometrics