COMMUNICATION ENRICHMENT

13 Weeks 13 Essential Skills *(Pre-recorded Teleseminar Series)*

**January 17 – April 11:** This self-paced, easy to follow 13 week e-program allows you to learn and practice new strategies in 13 vital success areas such as: increasing workplace energy, dealing with difficult people, building team synergy, leading and serving others, and holding effective meetings. Become that valued employee that your department can’t live without! CLICK to register and gain access to this video.

**Dialogue: The Next Step in Communication (Pre-recorded Webinar)**

**January 23:** Recognize the difference between communication and dialogue. Explore the basic elements of dialogue, and enhance your skills with the tools of dialogue. Learn when to listen, how to show respect, and when and how to suspend a conversation. CLICK to register for this 15 minute webinar.

**Give and Take with U Penn’s Most Popular Faculty Member (Pre-recorded Webinar)**

**January 31:** Adam Grant is U Penn’s most popular faculty member and international best-selling author. His research shows how givers and takers impact customer satisfaction, innovation, and knowledge sharing. Creating a culture of giving and being consistent is important in any organization. In just three 20 minute videos, learn the correlation between four giver and taker paradigms, key ways that we can be more successful at giving, and how leaders leverage give and take. CLICK to register.

LEADERSHIP ENRICHMENT

**A Leader’s Path: 3 Part Series (Pre-recorded Webinar Series)**

**January 19 – February 2:** John Maxwell, best-selling author and speaker, covers his key principles: influence, impact, and income. In the first video, you will learn how to create a shared vision with your team and what you can do together to make that vision come to life. In the second video, you will learn how to create the energy that allows you to connect with others. The third video shows how we can create influence, add value to others, and potentially increase income. CLICK to register for these 15-45 minute videos.
Staff Meeting Starters Using Disney Animation

*Email Campaign*

**January 25 – February 22:** Staff meetings can be creative, fun, and meaningful with these 15 minute staff meeting starters. Each week for five weeks, watch a short clip, engage in discussion, and apply your knowledge! Topics include: Innovation (Little Mermaid), perseverance (Frozen), service (Beauty and the Beast), goal setting (Princess and the Frog), and change (Shrek). [CLICK to register.]

Performance Management *(Pre-recorded Teleseminar Series)*

**January 27 – February 10:** For managers and supervisors who are responsible for completing performance evaluations and discussions, learn about the value, purpose, and logistics; how to write effective reviews; and strategies to conduct effective discussions (especially uncomfortable ones). [CLICK to register and gain access to these three 30-40 minute teleseminars.]

Take Your Employees Where They Didn’t Think They Could Go *(Pre-recorded Webinar)*

**January 30:** One of your most effective leadership tools is communicating necessary information for employees to best perform. Handled skillfully, you can empower your people; fumble it, and you’ll surely hamper theirs and your organization’s success. Learn how, when, and why to use the right questions as a surefire leadership approach. [CLICK to register.]

**PERSONAL ENRICHMENT**

New Year, BETTER You *(Pre-recorded Webinar)*

**January 16:** New year, new you? How about new year, BETTER you. By mid-January, most “resolutions” likely fail or stall. Why? Because most people tend to set their goals too high. This video is packed with valuable information to help you not create a new you, but a BETTER you in 2018! In just 18 minutes, you will learn 5 key goals you should strive to achieve this year along with lots of simple ways you can fulfill those goals one step at a time. [CLICK to register.]

How to Make Stress Your Friend *(Pre-recorded Webinar)*

**January 18:** Kelly McGonigal, health psychologist, delivered a memorable 15 minute TEDTalk that will shift you in how you think about stress. Stress may only be bad for you if you believe that it’s bad. How you think and how you act can transform how you experience stress. Therefore, you are encouraged to see stress as positive. Learn how to view stress as helpful and connect with others during stress to create resilience. [CLICK to register.]
ADDITIONAL OPPORTUNITIES

MY ONE WORD
Canvas Painting and Goal Setting Program
(Facilitator Led)

What would happen if you chose to focus on one word that could make a substantial impact in your life both personally and professionally? Your word can have the power to increase your job satisfaction, sustain a healthy work environment, create a sense of purpose, and contribute to your overall happiness and well-being.

In two hours, you will be given the opportunity to paint a canvas that displays the word you choose. Don’t have a word yet? Activities will be provided to help you think about what you want/need to focus on most in the coming year. Half way through the program, you will also gain strategies on how to best live out your one word each and every day.

The program will be held on Friday, January 12th from 11am-1pm in EO Bull room 172.

Click here to reserve your spot!

BeeFit: Living Healthy, Living Well
(Facilitator Led)

January 16: BeeFit is a 16 week weight management program that informs, empowers, and motivates you to live mindfully as you make daily choices. With the help of Phyllis Bullins (registered nurse, nutritionist, and founder of the BeeFit program), you will learn how small changes in your lifestyle can make a huge impact on your health and well-being. The knowledge and team support you receive will help you achieve and maintain a healthy weight without deprivation and live healthy for life.

The participants of our previous session lost a combined total of over 130 pounds! Losing weight is only a small part of your journey - feeling better, having more energy, and becoming more mindful are all positive changes you can expect.

Sessions will be held on Tuesdays (starting January 16th) from 12:30-1:30pm in Sykes room 257. The cost of the program is only $160 ($10/session). Each class begins with a confidential weigh in, followed by a nutrition class.

Click here to reserve your spot!
New Employee Welcome *(Facilitator Led)*

This highly interactive half-day program is designed to help new staff successfully transition to WCU. President Christopher Fiorentino welcomes and shares the University mission, vision, and strategic plan. Enjoy a van/walking tour of the campus and an interactive game show about what the campus has to offer. Finish off your experience with a networking luncheon.

Register for our session on January 17th.

Register for our session on February 7th.

The WCU Office of Training and Organizational Development offers these programs and much more. We also provide just-in-time communications via social media.

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