

Sample List of Training Topics

<https://thelady.com/training>

Most interactive sessions are 2 hours however you may choose several topics/ combine topics into 2, 4 or 8-hour sessions.



1. TRAINING & DEVELOPMENT TO RETAIN HIGH PERFORMERS
2. PERFORMANCE & BEHAVIOR MANAGEMENT TECHNIQUES
3. SO, YOU'RE A NEW SUPERVISOR! NOW WHAT?
4. MANAGEMENT 101 FOR NEW MANAGERS/ REFRESHER (1/2 DAY)
5. FEEDBACK, PERFORMANCE CONVERSATIONS, AND ACCOUNTABILITY
6. A FOCUS ON COMPANY VALUES TO HOLD ALL EMPLOYEES ACCOUNTABLE FOR THEIR BEHAVIOR
7. ATTRACTING AND RETAINING EMPLOYEES IN A COMPETITIVE MARKET
8. DRIVING CHANGE WHEN CHANGE IS FEARED
9. CULTURE CHANGE: GETTING AND KEEPING THE CULTURE YOU WANT
10. HIRING THE BEST IN A COMPETITIVE MARKET: PREPARATION IS KEY
11. AI AND PREDICTIVE ANALYTICS ARE CHANGING HR AND RECRUITING: THE RISKS AND REWARDS
12. HR IN TIMES OF A CRISIS
13. REWARDING EMPLOYEES ON A TIGHT BUDGET
14. UNDERSTAND A HIGH-LEVEL OVERVIEW OF PERSONALITY STYLES TO IMPROVE PRODUCTIVITY (INDIVIDUAL & GROUP ASSESSMENTS ALSO AVAILABLE USING THE DISC MODEL)
15. USING RECRUITING METRICS FOR POSITIVE CHANGE
16. THE IMPORTANCE OF THE MANAGER-EMPLOYEE RELATIONSHIP
17. WHY EVERY SUPERVISOR NEEDS TO UNDERSTAND CONFLICT RESOLUTION & DIFFICULT CONVERSATIONS
18. UNDERSTAND ALL GENERATIONS TO IMPROVE COMMUNICATION
19. EMPLOYMENT LAW: AVOIDING UNINTENTIONAL DISCRIMINATION / BIAS (SUPERVISOR COURSE IS 2 HOURS; DIRECTORS AT LEAST 4 HOURS)
20. PREVENTING VIRTUAL HARASSMENT WHEN WORKING REMOTELY OR USING TECHNOLOGY AS A SOURCE OF COMMUNICATION
21. PREVENTING WORKPLACE HARASSMENT WITH A DIVERSE, EQUITABLE, INCLUSIVE, RESPECTFUL AND CIVIL WORKPLACE
22. TERMINATING EMPLOYEES: LEGALLY & RESPECTFULLY
23. IMPLEMENTING ETHICAL ADHERENCE BY CREATING A CULTURAL PLEDGE
24. EMOTIONAL INTELLIGENCE & COMMON SENSE - IT IS NOT WHAT YOU THINK
25. DEALING WITH GAMBLING ISSUES IN THE WORKPLACE
26. POLITICS AND RELIGION: CONTROLLING THE WORKPLACE CONVERSATION
27. A (DEI) DIVERSITY, EQUITY, AND INCLUSION PROGRAM IS NO LONGER AN OPTION - IT IS MANDATORY AS IS MANAGER TRAINING ON DEI
28. UPSTREAM AND DOWNSTREAM COMMUNICATION: PREPARING FOR BOTH
29. EFFECTIVE DELEGATION TO ALLEVIATE YOUR STRESS
30. DEVELOPING LISTENING SKILLS TO IMPROVE COMMUNICATION WITH AND TO YOUR TEAM
31. OWNERSHIP MINDSET - GET YOUR TEAM IN THE GAME
32. HOW TO PREVENT THE HR DEPARTMENT FROM BECOMING THE COMPLAINT DEPARTMENT
33. CONDUCTING AN HR AUDIT
34. HR METRICS THAT MATTER - AND GET THE ATTENTION OF THE C-SUITE
35. HOW TO ID AND MANAGE TOXIC EMPLOYEES
36. UNDERSTANDING & NAVIGATING THE 5 BEHAVIORS OF A TEAM (TO BE A PRODUCTIVE, HIGH FUNCTIONING TEAM)

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37. DO'S AND DON'TS OF A FLEXIBLE WORK SCHEDULE
38. COMMON HR MISCONCEPTIONS
39. HOW TO GO FROM BUDDY TO BOSS AFTER A PROMOTION
40. SUCCESS STRATEGIES FOR THE INTROVERTED LEADER
41. WHY EVERY COMPANY NEEDS AN EMPLOYEE ASSISTANCE PROGRAM
42. COVID-19 AT WORK: KEEPING YOUR EMPLOYEES SAFE, OSHA, VACCINES & MORE
43. PREPARING YOUR WORKPLACE FOR HURRICANE SEASON (OR OTHER NATURAL DISASTER)
44. EFFECTIVE JOB ROTATION PROGRAMS: DEVELOPMENT AND IMPLEMENTATION
45. END OF YEAR HR CHECKLIST