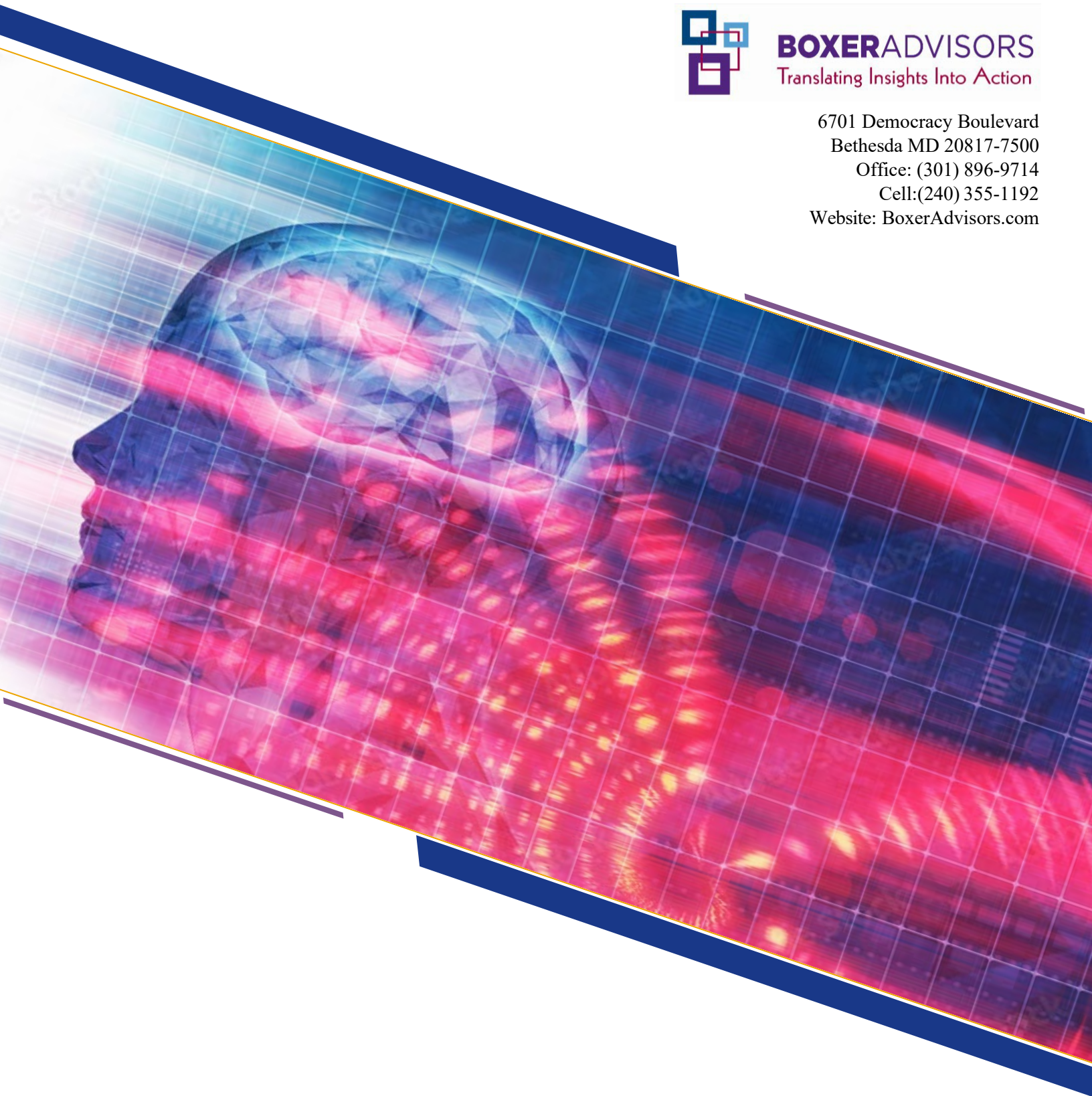




**BOXERADVISORS**  
Translating Insights Into Action

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# COACHING CAPABILITIES

## 2023

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# EXECUTIVE SUMMARY

## Our Mission

Help Federal agencies and corporations more effectively engage and retain top talent, develop leaders, and enhance customer and employee satisfaction.

## The Boxer Advantage

### Experience

- Over 30 years of experience
- 80% repeat business
- Proven track record with Federal agencies and Fortune 1000 Companies

### Leader in Coaching

- Experience in design, management, delivery and oversight of leadership coaching programs
- Diverse panel of top level coaches
- Ability to flex between executive coaching and organizational consulting when applicable

### Results Driven

- Goal driven approach to service delivery
- Experts on evaluation and ROI to ensure program validation and value

## Why Organizations Need Executive Coaching

Strong leadership has always been essential for top-performing companies. However, due to trends resulting from the COVID-19 pandemic and a changing workforce, executive leadership needs to change if an organization wants to build their leadership capabilities to move organizations forward.

While these challenges can seem overwhelming, they also present opportunities for top organizations to get ahead of the curve and strengthen their leadership position with strategic executive coaching.

### Benefits of executive coaching include:

1. Increased success in navigating a changing environment
2. Gaining the skills needed to implement the organization's strategies
3. Developing leadership skills to decrease executive burnout and increase employee engagement
4. Improved organizational performance by reducing the cost of turnover and improving customer satisfaction

## Boxer Advisors, LLC

Boxer Advisors, LLC is a small business engaged in providing leadership development, organizational development and employee engagement consulting, coaching, and training services to Federal agencies and Fortune 1000 companies. We are a full-service firm that combines the resources and expertise of more than 50 professional consultants, facilitators, and coaches. Collectively, our carefully selected partners have centuries of experience providing training and consulting services to the Federal government.

Our philosophy is simple: we believe that the goal of every solution should be to improve the performance of an organization by enhancing the capabilities of its people.

Boxer Advisors President and Principal Consultant, Ken Boxer brings over 30 years of experience to the practice. Mr. Boxer has worked with Capital One, Constellation Energy, Inter-American Development Bank, U.S. Department of Health and Human Services, U.S. Intelligence Community, the World Bank, and other private and public sector clients. Before founding Boxer Advisors, Mr. Boxer was the founder and managing partner of Strategic Partners, Inc., where he regularly consulted with senior managers to design and implement business plans and strategies to recruit, retain, and develop employees.

# EXECUTIVE SUMMARY

Our extensive experience with Fortune 1000 companies and Federal government agencies ensures clients that we will provide a quick start-up and smooth long-term program. Lessons learned from previous engagements allow our team to anticipate and avoid problems experienced by others. Because of our teams' vast experiences, the learning curve is shorter, and the ability to grasp organization-specific issues is strong, thereby allowing us to quickly provide practical, tangible guidance.



# EXECUTIVE COACHING CAPABILITIES



## Executive Coaching Capabilities Summary

Boxer Advisors, LLC brings a diverse pool of highly experienced executive and business coaches, most of whom have been certified by the International Coach Federation (ICF) and are involved with coach education by developing and influencing the standards of coaching practice being adopted industry-wide. They have worked together as a team and as sub-groups on a variety of large-scale projects requiring both coaching and organizational development expertise. When you choose Boxer Advisors for your coaching needs, you receive:

- A cadre of highly experienced, seasoned coaches that help leaders focus on opportunities to improve their personal leadership skills and enhance their contribution to their organization.
- A diversity of coaching styles and personal backgrounds
- Access to a variety of 360 evaluations and assessment tools that are easy for leaders to interpret and can easily be connected to organization-specific core competencies
- Extensive experience helping clients implement assessment tools to calculate return-on-investment
- The ability to make program stakeholders look good
- Using approaches that draw from the body of knowledge related to transformative change, appreciative inquiry, systems thinking, emotional intelligence, leadership, collaboration, conflict resolution, adult learning, integral theory, human development stage theory, and ontological and somatic coaching, we educate our clients. We provide a common lexicon with which to discuss breakdowns in the face of high-stake complicated circumstances and deliver coaching support to individual managers, leaders and, where appropriate to their teams, to improve interactions and reinforce learning. We ask the question, “For the sake of what?”

What does the leader do more, less, or differently to enhance their contribution to the organization?

What does the individual need to further their career and professional development?

With answers to the above questions, Boxer Advisors provides coaching as a tool for leadership development in one or more of the following coaching domains:

**Behavioral Coaching:** Helping executives/leaders/managers increase effectiveness by achieving positive long-term change in interpersonal behavior, specifically by helping them to enhance relationships, increase their ability to manage conflict, and expand emotional intelligence.

**Strategy Coaching:** Helping senior leaders new to leading a reorganized or acquired operation create a business strategy; or helping senior leaders shift their attention from leading an operation within the organization to executive-level leadership.

**Coaching for Organizational Change:** Helping leaders change organizational cultures and systems and attain aggressive performance goals. The coach may at times take on the role of teacher, consultant, or architect.

**Coaching for Leadership Development:** Helping organizational leaders to develop and retain key talent by installing systems that ensure a pipeline of capable future leaders. In this circumstance, a coach would strive to help an entire unit or organization, not just individuals or teams.



# EXECUTIVE COACHING CAPABILITIES



**Action Learning Coaching:** The Action-learning process assists organizations in solving complex problems through the collaboration, creativity and critical thinking of diverse team members. The action-learning coach facilitates the group's ability to learn, enabling them to identify the "real" problem and come up with a cohesive solution. It is assumed that each member is entering the group voluntarily and is committed to rigorously pursuing personal change and self-improvement

**Team Coaching:** When coaching top-level leaders, our coaches are frequently asked to shadow the leader as he/she works with their team. Our coaches are equipped to work with leaders on issues with their teams behind the scenes, *and* within the team. Our coaches understand what is required to work successfully with groups, and how to assess current performance to determine the critical issues that demand team discipline. The coach's role is to help leaders get new teams/groups off to a fast start or help struggling teams/groups "get unstuck" and back on track.

**Career Coaching:** Helping individuals plan careers that are integrated with their lives. The focus is on personal growth with demonstrable value to the organization. This kind of coaching helps individuals and organizations connect the holistic needs of knowledgeable workers and the bottom-line needs of organizations.

## Executive Coaching Experience

Our extensive experience working with mid-level managers and senior-level executives in Fortune 1000 Corporations and the Federal government ensures a quick start and a smooth long-term program. Lessons learned from previous engagements allow our coaches to anticipate and avoid problems experienced by others. Since our coaches have worked with federal government agencies, not-for-profit organizations and multiple private sector companies, their learning curve is shorter, and their ability to grasp organization-specific issues is high, thereby allowing them to quickly provide practical, tangible guidance.

Client engagements that demonstrate executive and leadership coaching services provided by our team:

**Coaching for Federal Health Organization.** Designed and managed coaching programs for senior and mid-level managers as part of leadership development activities within several departments and agencies within the Federal health organization.

**Coaching for an Integrated Solution to Improve Leadership Performance.** Designed Leadership Development Program and provided 8 coaches to support it with follow-on coaching. Also coached three C-Suite leaders plus six teams charged with executing dramatic change resulting from restructuring.

**Executive Coaching for International Banking Institution.** Executive coaches provide services to emerging and senior-level managers in headquarters and field offices. Advise program managers responsible for building systemic programs. Provide administrative oversight, marketing materials and assistance. Success has led to a recent initiative to expand coaching throughout the organization

**Coaching in Support of Enterprise-wide Reorganization.** Under contract with Mr. Boxer's previous company, many of our coaches provided executive coaching services supporting a large-scale enterprise-wide



# EXECUTIVE COACHING CAPABILITIES



reorganization. Coaching has successfully addressed personnel and productivity issues related to dramatic culture change resulting in program expansion.

***Coaching to Support Large-Scale Organizational Change Initiative.*** Supported large-scale organization change initiative within a Federal government agency. Helped manage restructuring and transition issues; coached senior leaders, mid-level managers and their teams; facilitated strategic planning sessions; and provided leadership training and communication consulting. A formal ROI study cited a 70% return on investment. 75% of clients surveyed reported significant improvements in managers' productivity, workgroup cohesion, project completion, and service quality. 80% of clients reported improved communications with employees, improved collaboration with peers, and improved decision-making and teamwork.

## **Coaching Philosophy**

Coaching engages people in ways that acknowledge and honor their individuality. Coaches serve as outsourced suppliers of candor, providing individual managers with the objective feedback needed to nourish their growth.

But coaching doesn't end with self-awareness. It is a form of active learning that transfers essential communication and relationship skills. Great coaches sniff out hidden truths. They tend to be curious and to ask penetrating questions. The ability to turn over rocks and discover what lies beneath is critical to organizational health and success.

Through coaching, leaders change how they think and act and as a result potentially impact morale, productivity, team effectiveness, employee retention, work quality, costs etc. Myriad benefits begin to show up with gains in these areas. Intangible benefits include systematically thinking more strategically, planning more effectively, communicating better, experiencing greater clarity of purpose, improving fiscal management, increasing customer satisfaction, and at the senior and executive levels, increasing collaboration between units.

# EXECUTIVE COACHING CAPABILITIES



What follows are three examples of coaching projects demonstrating our successful coaching approach, philosophy, and methodology, and the return on investment:

**Example 1:** We are working with an SES who was moved into the director role after a contentious reorganization that merged three large divisions of an organization on the front lines of the COVID-19 Pandemic. The transition was a significant increase in responsibility. We helped this client assess her leadership strengths and weaknesses and challenged her to evaluate her beliefs and assumptions about her leadership capabilities, her role, and where she needed to spend her time as a leader. Through coaching, the SES successfully adjusted her leadership mindset and behavior to the scale/scope of her new role. We worked with her leadership team to build a culture and methodology for working together to serve their customers effectively – a critical organizational transformation during a national crisis.

**Example 2:** As a new Deputy Director of financial management for a functional unit within a large federal agency, we coached this executive to assess his strengths/developmental needs. We then helped him develop a learning plan mapping essential content/job information, key stakeholders for success, and a strategic action plan for developing solid relationships with each. By helping him articulate his leadership philosophy and expectations, develop communication strategies, and implement regular communication, town hall meetings and team building sessions, we helped the executive build transparency, trust and connection with senior leaders, peers, and staff within a highly visible, political environment. In less than a year in the new position, our client was promoted to agency CFO. He still seeks our coaching for emerging and ongoing challenges. He continues to produce results and led effectively through the COVID era.

**Example 3:** Selection of the appropriate assessment instrument is critical, as demonstrated by our coaching relationship with a doctor in charge of hundreds of other physicians. The doctor desired to move into broader/more impactful leadership roles. Beginning with assessing strengths/development needs, our coach helped the doctor create a plan focused on his internal growth challenges, using an adult development lens and a unique conversation-based approach to gaining 360-feedback, along with external challenges or practical business challenges that he faced. Our coach partnered with the client to help him deepen self-awareness and gain new insights into the concrete attitudes, behaviors, and go-to strategies that had at times been limiting his interpersonal effectiveness. With coaching support, the doctor replaced these habits with more effective approaches grounded in his personal values and intentions. As he began to experience what it felt like to lead and to manage his professional relationships and self-identity in a way more deeply grounded in his own deepest values, the doctor experienced a new degree of success in every aspect of his professional role (including navigating conflict, managing situations where business incentives do not align and cultivating trust with those around him). After only one year of coaching, our client was promoted to Hospital Director and Board of Directors Chair, mainly on the strength of the trust others now experience in his presence. Regular coaching support continues with the focus now stemming from the client's experience utilizing new approaches flowing from the coaching interaction.

What follows is a brief overview of our approach to executive coaching:





# EXECUTIVE COACHING CAPABILITIES



## **Coaching Approach**

Each coaching engagement is custom-designed to meet the needs of the individual and organization. It is assumed coaching recipients are entering into the coaching relationship voluntarily and are committed to pursuing personal change and self-improvement. Further, it is assumed that coaching, as a method of professional development, is valued by the organization as the most effective way to develop the coaching candidate and is seen as an investment in leadership talent, not as a last resort measure to “fix” problem performance. It is understood by all parties that coaching sessions are private and confidential.

## ***Design Coach Briefing/On-Boarding Document***

Boxer Advisors develops a Briefing Document to be used to orient coaches to the client’s mission, designated leadership competencies, coaching program objectives, policies, procedures and protocols for each engagement. We synthesize and formalize this information so it can be conveyed uniformly and concisely to each coach assigned to the project or to a new coaches should the need arise to replace a coach.

## ***Determine Coach Selection Process***

Based on the leader’s developmental goals, professional area, and coach gender preference, our Executive Coaching Practice Leader recommends up to three possible coaches, per coaching candidate, for senior and executive leaders. When coaching services are offered to emerging leaders or middle managers, a coach is typically assigned. We introduce coaches by sending selected biographies to the coaching candidate.

## ***Provide Guidance for Chemistry Check Meeting (for those offered their choice of coach)***

After reviewing the bios of the three introduced coaches, the coaching candidate ranks the three coaches in priority order and arrange for a “chemistry check” with the top-ranked coach first. The primary objective of this meeting is for the coach to begin to develop rapport and trust, demonstrate credibility as someone capable of helping the coaching candidate grow in desired areas(s) and to assess the coaching candidate’s understanding of their current performance as it relates to organizational needs. Assuming the initial meeting goes well, and both parties agree the relationship is a viable fit, the engagement officially begins. If the coaching candidate chooses to meet another coach before deciding with whom to work, they arrange to meet the next coach on the list. The coaching candidate may meet up to three coaches before selecting a coach.

## ***Establishing Goals and Preparing Coaching Agreement***

Together the coach and coaching recipient develop preliminary coaching goals with input from the coaching candidate’s manager. Whenever possible, a face-to-face conversation occurs between the three parties. During this conversation, the coaching recipient takes the lead in presenting their specific learning priorities, goals and desired outcomes. Their manager then reacts and provides input and ultimately approval.

Multi-rater (360) feedback data may be collected directly before or directly after this conversation and is used to further identify, clarify or validate a participant’s development needs. In addition, the organization associated definitions may be used to help target desired outcomes in the context of organizational priorities.



# EXECUTIVE COACHING CAPABILITIES



The coach designs/customizes experiential learning activities to accelerate desired growth/change/improvement. The coaching recipient completes a development plan (provided as a standard coaching protocol) with their coach stating agreed upon developmental priorities, learning objectives, desired outcomes, and learning activities. It includes associated progress indicators, required resources and success measures. The coaching recipient is responsible for providing copies to their manager and coach.

## ***Assessing Leadership/Collecting Performance Data***

We have broad-based expertise with an array of 360° assessments that meet standards for validity, reliability, and effectiveness. We provide targeted feedback, follow-up coaching and action-planning processes for the individual, along with a systematic methodology for developing strengths and overcoming blind spots. A Boxer significant advantage is we have extensive experience using competency-based assessment tools to support the development of leaders and are experienced and/or certified with a number of instruments, including DiSC, PDI, LPI, Clifton Strengths Assessment, Meyer's Briggs, Learning Styles Inventory, Firo-B, TKI, Kolb Learning Style Inventory, and the Five Dysfunctions of a Team.



# COACHING BENCH STRENGTH

## Coaching Bench Strength

Boxer Advisors has access to some of the country’s leading minds regarding executive coaching services. The chart below represents the diverse pool of coaches that Boxer Advisors offers, broken out by specified locations throughout the United States.

Location	Number of Coaches by Location and Level			ICF Certification
	Exec Coach	C-Level Exec	Non-Exec L’ship	Level of ICF for all Coaches (ACC/PCC/ MCC)
East Coast / Washington DC	27+	20+	10+	MCC, PCC, ACC, CPC
West Coast	1	3	6	MCC
Mid-West	4	3	9	MCC, RCC, PCC, ACC
South (FL, AL, MS, TX, AZ, NM)	10	3	5	PCC, MCC, CPC

# OVERVIEW OF BOXER ADVISORS, LLC

As a Strategic Organizational Development Consulting Firm, Boxer Advisors offers a comprehensive single-source solution for addressing clients' needs. We are equipped to help organizations strengthen their capacities, improve their operations, and energize their workforce by teaching the skills that drive collaboration, strong execution and efficiency. Our team of highly specialized professionals brings strong, in-depth experience in our core capabilities, including:

Human Capital Consulting	Coaching and Facilitation Services	Professional Development and Training	Measurement and Benchmarking
<ul style="list-style-type: none"> <li>• Building Strategic Partnerships</li> <li>• Change Management Services</li> <li>• Communications Consulting</li> <li>• Core Competency Development</li> <li>• Organizational Development</li> <li>• Strategic Planning</li> <li>• Team Building Services</li> </ul>	<ul style="list-style-type: none"> <li>• Action-Learning Coaching</li> <li>• Executive Coaching</li> <li>• Group Coaching</li> <li>• Meeting Design and Facilitation</li> </ul>	<ul style="list-style-type: none"> <li>• Career Development</li> <li>• Communication Skills</li> <li>• Engagement and Retention</li> <li>• Instructional Design Services</li> <li>• Individual and Organizational Assessments and Tools</li> <li>• Leadership Development</li> </ul>	<ul style="list-style-type: none"> <li>• Best Practice Research</li> <li>• ROI Assessments</li> <li>• Measurement Tools</li> </ul>

We understand what it takes to operate in a dynamic environment characterized by budget constraints and the need to adapt and facilitate innovation and change. We also understand the need to operate in a multi-generational environment that necessitates a robust, consistent and integrated approach to learning and development across the organization. We offer our clients the following experience and capabilities in addressing these challenges.

- **Extensive experience adapting, designing, developing and delivering customized solutions at all levels:** Through innovation, customer-focus and results-oriented services, we are driven towards providing multi-dimensional solutions that consistently improve outcomes for our clients and reduce risk. We offer highly customized solutions that:
  - Address client's needs, objectives, outcomes and budgets
  - Produce tangible return on investment and leverage investments already made
  - Take the mystery out of measuring improvement and return on investment
  - Enhance the careers of staff members at all levels
  - Leverage our long history of success and extensive experience
  - Are backed up by sound research and relevant industry benchmarking
- **Competent and experienced instructional designers, facilitators, consultants, coaches and project management staff:** Our business model is unique in providing you readily available, extensive and qualified training, coaching and consulting resources. Our trainers, coaches, consultants, partner firms and managers are recognized experts and published authors with the highest levels of certification and professional credentials. Each has extensive experience working with senior professionals, as well as those at more junior levels.
- **Experience getting buy-in to learning solutions:** Boxer Advisors has deep experience and a keen understanding of working with populations resistant to outside consultants and/or engaging in training delivered by outside facilitators. This experience has helped us implement solutions for highly skeptical employee populations by:
  - Not "straight-jacketing" participants into one prescriptive approach, but assisting the audience to explore how to adapt key concepts to help them enhance their skills
  - Demonstrating a sincere interest in the participant's backgrounds and the natural preference of the technical aspect of their jobs. This curiosity helps us connect with participants, accelerating the connection of concepts to daily work and help us to develop strategies to quickly attain credibility with participants.
  - Incorporating organizational specific examples and real-life situations that allow participants to walk away with action plans that can be implemented immediately and ensuring relevancy to their current position.

# OVERVIEW OF BOXER ADVISORS, LLC

## Framework for Our Work with Clients

What follows is an example of our process for working with our clients at Boxer Advisors, LLC.

### How can I set the foundation?



### Develop Partnerships

- Internal consulting capacity building
- Communication consulting
- Strategic planning: facilitation of “Insights into Action” sessions

### What’s the best fit?



### Recommend and Integrate Best Value Solutions

- Large-scale training implementations
- Specific training requests that provide opportunities to enhance leadership capabilities, improve communication and/or improve some critical skill
- Organization change initiatives that require some combination of consulting, coaching, and/or training
- Individual and organizational assessment tools
- Talent management consulting
- Executive coaching assignments: individual or leveraging our cadre of coaches

### What can I do to help create focus and ROI?



### Translate insights into Action

- Performance consulting support
- Measurement of return on investment of initiatives

# ORGANIZATIONAL DEVELOPMENT CONSULTING CAPABILITIES

## Organizational Development Consulting Capabilities

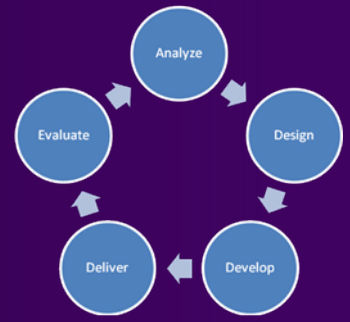
Boxer Advisors provides consulting services in many diverse areas of interest. We have experience helping our clients solve their most pressing organization development challenges by providing some of the following services, including meeting design and facilitation, organizational assessment, process improvement analysis, strategic and operational planning, and team building.

## Example Organizational Development Client Engagements

- **Leading Change Implementation.** A team of highly talented individuals worked with this client to support an administrative organizational change initiative. Specific support included organizational assessments, strategic planning, facilitation services, and executive coaching for the management team. In addition, our team designed and delivered several customized competency-based leadership training courses for managers. As a direct result of this effort, the client documented more than \$500,000.00 in direct and indirect cost saving as a result of managers improving their individual performance as well as the effectiveness of their teams.
- **Process Consultation Initiative.** Borrowers required a loan processing company to meet financing contingency and closing dates on time. Preparation and delivery of the Closing Condition Letter (CCL) and Conditional Approval Letter (CAL), provided by Sales, Underwriting and Closing functions, took an average of nine days, while customer research and benchmarking indicated that six days should be the maximum. The company gained a “process understanding” that identified opportunities to remove bottlenecks and improve communication between the Underwriting, Sales, and Closing functions. Using process maps and measurement systems analysis, management was able to track accountability and ownership. CCL and CAL were also redesigned.
- **Succession Planning and Talent Management.** Following a merger with another bank, our client faced the challenge of maintaining rapid growth in the retail sector. Within the bank call center operations, human capital and its deployment are a vital source of competitive advantage. The client recognized the correlation between employee satisfaction and their retention and engagement to customer service. A survey confirmed prominent job dissatisfaction among non-exempt employees and pessimism regarding their future prospects with the company. By enhancing employee satisfaction and improving retention, the career development initiative program has delivered a \$1.5 million cost savings to the bank and also achieved a return-on-investment of 147%.



# TRAINING CAPABILITIES



## Training Capabilities Summary

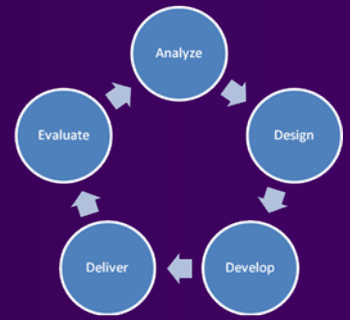
Our team offers a comprehensive single-source solution for addressing clients' training and development needs. We make it easy for our clients to provide the best possible learning experience and to leverage that experience across multiple courses. Our philosophy is simple: we believe that the goal of every training program should be to improve the performance of an organization by enhancing the capabilities of its people. Boxer Advisors doesn't teach theory; we teach skills. Each training program is designed using the most up-to-date techniques, including inquiry-based learning, where we focus on building practical and repeatable skills and competencies. Part of our customization process is to use situational examples taken from the learner's own environment to ensure that the core training reflected in our materials will be easy to understand and immediately applicable at work.

Our instructors are experts in adult learning principles and the critical differences in learning styles, which may be generational, technical or behavioral. So each workshop is designed to allow participants to bring their own style and experiences to the classroom. These experiences help shape relevant examples, engage and encourage participants to contribute and assist in honing the application of specific skills to improve their daily work. They create each learning experience using a structured five-step design process to ensure the best possible fit with client expectations.

1. We take special care to first **analyze** the course requirements and expected outcomes by speaking with project sponsors and participants so that we can develop material targeted to client-specific needs.
2. We **design** the course work, typically taking existing material and modifying it to meet client-specific needs. This may involve creating hybrid lesson plans, taking the best from more than one source. In this step we also design the course evaluation materials used at the end of each course. A rigorous design phase ensures that there will be no surprises and that each training experience will meet or exceed client expectations. Each design phase includes input from the client and final approval of the material by the client.
3. We **develop** the course materials. This involves the creation of any required custom content and the production of the final course materials. Each deliverable is produced to meet Boxer Advisor's rigorous internal quality standards as well as client-specific requirements.
4. We **deliver** each program according to the agreed upon work plan and schedule. Our workshops and training programs can be tailored to be provided on-site, off-site, remotely via web and teleconference or a combination of all three.
5. We **evaluate** the results and outcomes of each program to ensure that it has fully met client objectives. Our evaluation process incorporates anecdotal data gathered by the instructors and end-of-day participant feedback. Our comprehensive evaluation processes assess whether the training delivered the expected results, identifies opportunities for further tailoring, and recommends follow-up actions to reinforce the material learned or address any gaps that may have been identified.



# TRAINING CAPABILITIES



## Examples of Client Training Engagements

- **Leadership Development for Large Health Care Agency.** Our team designed and developed customized workshops based on core competencies, training over 300 headquarters employees and another 200 regional employees. In addition, our team trained almost 1,000 managers in six core competencies, including written and oral communication, leading people, collaboration in partnering, leading change, results-driven problem solving, and continuous development. Training yielded a six-and-a-half-fold return on investment. In other words, for every dollar spent, the training yielded an average of \$6.50 in return.
- **Off-the-Shelf Training.** Adapted and delivered over 25 different off-the-shelf training courses for Fortune 1000 companies and Federal agencies. Incorporated organization-specific examples to ensure relevancy for participants. All of our courses and facilitators received higher than average evaluation scores.



# OFF-THE-SHELF TRAINING SOLUTIONS

## Off-the-Shelf Training Solutions

A touchstone for the success of our many training projects is our strong focus on creative solutions and an array of training programs. Boxer Advisors offers over 100 off-the-shelf training courses. These courses are the foundation from which we customize solutions to meet client needs. Following is a sample of our off-the-shelf training courseware.

### Boxer Advisor's Off-the-Shelf Training Solutions

#### Staff/Management Development Training

- Professional Writing/Business Correspondence
- Powerful Presentation Skills
- Effective Communication Skills
- Conducting Effective Meetings
- Making Clear Agreements
- Doing the Tough Stuff Well
- Exceptional Customer Service Training
- Leadership for Non-supervisors
- Successful Decision Making, Skill teach®
- Conflict: From Prevention to Resolution
- The Problem Solving Workshop
- Achieving Your Professional Best
- Getting To Results: Consistently Executing Your Strategic Priorities
- Taking Charge: Building Your Personal Brand
- Emotional Intelligence
- Exercising Influence: Building Relationships & Getting Results
- Influencing for Results
- Constructive Debate
- Intelligent Risk-Taking
- Make Your Contacts Count: Networking as a Critical Competency
- Interaction Styles in Action
- Time Management Skills
- Successful Virtual Teams
- Planning, Organizing and Executing for Support Staff
- Tools for Managing Projects
- Escape the Jungle: Building Effective Teamwork Skills

#### Leadership and Management Development Training

- Conflict Resolution Strategies
- Tools for Managing and Leading
- Leading Global and Virtual Teams
- Management Skills for New Leaders
- Inspirational Leadership: Encouraging Others to do Great Things
- Core Leadership Skills
- The Skillful Leader
- Leadership Effectiveness
- Leading in Turbulent Times
- C.O.A.C.H. For Peak
- Coaching in the Moment
- The Art and Science of Engagement: Linking Engagement to Outcomes
- Mastery of Change: Thriving in Uncertain Times
- Creative and Systematic Problem Solving
- Change Management
- Successful Performance Management
- How to Give Performance Feedback
- Strategic Thinking: Leadership Practices for Innovative Organizations
- Creativity and Innovations
- Managing Innovation
- Leader as Mentor
- Effective Mentoring
- Engaging a Changing Workforce: New Game, New Roles, New Rules
- Building Business Partnerships
- Essentials of Consultative Partnering
- Advancing Client Interactions
- Valuing and Leveraging

#### Executive Training

- Achieving Results with Stakeholders
- The Authentic Leader: Mastering Personal Leadership
- Critical Thinking
- Tools for Managing and Leading (Vision and Business Acumen)
- Working Collaboratively



# CORPORATE CONTACT Information

## **Based in Bethesda, MD**

Boxer Advisors, LLC is a small business, centrally located to serve the Washington, DC, Virginia, Maryland corridor with access to consultants, coaches, facilitators and trainers worldwide. Our firm offers:

- Decades of consulting, coaching & training experience
- 30+ certified organizational development consultants, coaches & trainers worldwide
- Over **100** standard training offerings
- Support to over 50 federal agencies and Fortune 1000 companies
- Level of measurable ROI to warrant an 80% repeat business rate

## **Sub-Contract Vehicles**

GSA Schedule Contract #GS-23F-9783H OPM TMA Contract #OPM19-12-C-0046

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