CONVERGING ARTS PROFESSIONAL DEVELOPMENT

Converging Arts, LLC is a professional development company focused on helping you and your employees build, embrace, and use solid communication, management, team, and leadership skills – leading to more passionate people and more cohesive teams that deliver results. We offer a variety of group workshops and individual coaching to businesses and universities.

EVERYTHING DISC
WORKPLACE, MANAGEMENT, PRODUCTIVE CONFLICT, SALES

EVERYTHING DiSC
A Wiley Brand

Everything DiSC solutions help people at any level of an organization effectively understand themselves and others. By establishing a common language that elevates the effectiveness of communication and teamwork, Everything DiSC strengthens relationships which help improve productivity and lead to better workplaces.

EVERYTHING DISC WORKPLACE

Everything DiSC Workplace® can be used with everyone in an organization, regardless of title or role, to improve the quality of the workplace.

Everything DiSC Workplace is classroom training that uses online pre-work, engaging facilitation with contemporary video, and online follow-up to create a personalized learning experience. Participants understand and appreciate the styles of the people they work with. The result is more effective and productive working relationships.

Everything DiSC Workplace covers:

- Discovering Your DiSC Style
- Understanding Other Styles
- Building More Effective Relationships
- Optional People-Reading and Comparison Report activities

EVERYTHING DISC MANAGEMENT - Everything DiSC® Management teaches managers how to bring out the best in each employee.

Everything DiSC® Management is classroom training that uses online pre-work, engaging facilitation with contemporary video, and online follow-up to create a personalized learning experience.

Participants learn how to read the styles of the people they manage. The result is managers who adapt their styles to manage more effectively.

Everything DiSC Management covers:

- Your DiSC Management Style
- Directing and Delegating
- Improving Employee Motivation
- Employee Development
- Working with Your Manager

EVERYTHING DISC PRODUCTIVE CONFLICT - Harness the power of workplace conflict with Everything DiSC® Productive Conflict

Workplace conflict is inevitable. Rather than focus on a step-by-step process for conflict resolution, *Everything DiSC® Productive Conflict* helps learners curb destructive behaviors so that conflict can become more productive, ultimately improving workplace results and relationships.

Everything DiSC Productive Conflict helps learners increase self-awareness around conflict behaviors and discover how to effectively respond to the uncomfortable and unavoidable challenges of workplace conflict.

With Everything DiSC Productive Conflict, participants will:

- Appreciate how their style of handling conflict affects the people around them
- Learn how to "catch" themselves when going down a destructive conflict path
- Discover how to reframe a conflict situation and choose more productive behaviors
- Build a common language in the organization around appropriate conflict behavior

EVERYTHING DISC SALES - Use the power of DiSC to adapt your sales style to your customer's buying style.

Everything DiSC® Sales puts the power of the dynamic Everything DiSC model into the hands of salespeople and provides a dynamic tool for learning how to create customer-centric interactions that delivered improved results.

Sales-specific content, modular facilitations tools, and online tailoring features deliver an easy-to-customize development solution to help participants discover new strategies for stretching beyond their natural preferences to make the selling process more productive and successful—regardless of the customer's unique buying style.

**FIVE BEHAVIORS OF A COHESIVE TEAM
TEAM DEVELOPMENT**

THE **FIVE BEHAVIORS**
OF A **COHESIVE TEAM**™

The Five Behaviors of a Cohesive Team® is a team development program with a simple goal - to improve team effectiveness and productivity through the understanding and application of The Five Behaviors™: Trust, Conflict, Commitment, Accountability, and Results.

TRUST
Trust lies at the heart of a functioning, cohesive team and can only happen when team members are willing to be completely vulnerable with one another. This includes saying things like "I'm sorry" or "Your idea was better than mine." A personality assessment can help people gain insight on their peers and develop empathy, two important qualities that allow a team to build trust.

CONFLICT
Conflict is naturally uncomfortable, but productive conflict focused on concepts and ideas is essential for any great team to grow. When teams have a foundation of vulnerability-based trust, conflict simply becomes an attempt to find the best possible solution in the shortest period of time.

COMMITMENT
Commitment is clarity around decisions, not consensus. With commitment, teams move forward with complete buy-in from every team member – including those who may initially disagree.

ACCOUNTABILITY
It's easy to avoid difficult conversations, but calling out peers on performance or behaviors that might hurt the team is essential to productivity. By "entering the danger zone" with one another, team members feel trusted, respected, and responsible for getting things done right.

RESULTS
One of the greatest challenges to team success is the inattention to results. Great teams ensure all members, regardless of their individual responsibilities and areas of expertise, are doing their best to help accomplish team goals.

NEW! FIVE BEHAVIORS OF A COHESIVE TEAM
PERSONAL DEVELOPMENT

The Five Behaviors of a Cohesive Team – PERSONAL DEVELOPMENT® is a new product created to harness the power of The Five Behaviors™ across the entire organization. **The Five Behaviors™: Personal Development** solution teaches individuals to become better teammates by integrating Patrick Lencioni's model at the organizational level. The goal is to completely redefine teamwork and collaboration.

Personal Development was designed specifically to work for individuals; **participants do not all need to be part of the same team.** Rather, participants can carry the takeaways of this program from one team to the next, enabling a culture of teamwork. Learners at all levels of an organization can benefit from this program and adopt its powerful principles, shape behaviors, and create a common language that empowers people to rewrite what it means to work together.

## SITUATIONAL LEADERSHIP II
POWERED BY THE LBAII ASSESSMENT

People need different levels of direction and support depending on their level of competence and commitment. The problem is that most managers have only one leadership style that they apply to everyone, in every situation – that means that most of the time, leaders are using the wrong style to meet the needs of their people and teams.

In this workshop, you'll learn which leadership styles you overuse, you'll learn to quickly assess others' development levels so you can choose the best style for the situation – directing, coaching, supporting, or delegating.

Accelerate their development by giving them what they need, when they need it - and create a more productive, passionate workplace. **Situational Leadership® II** teaches leaders to use the appropriate leadership style in response to the needs of the person and the situation.

TEAM DIMENSIONS
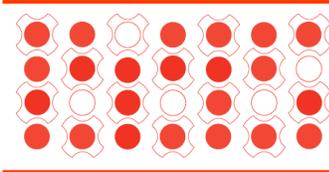
Successful team members don't do the same thing at the same time. They do the right thing at the right time. While team members work together toward a common goal, individuals still must play their individual roles in the process. As organizations rely increasingly on teams to innovate, problem solve, produce, and compete at the speed of change, clearly understanding and capitalizing on individual approaches to and group dynamics and process is the bottom line on creating high performance teams.

Understanding team dimensions helps you to discover the right roles for the right people.

The Team Dimensions Profile is about team process. By identifying which team members fit the five key roles and how to compensate for missing pieces, teams become more innovative and productive.

- **Creator:** Generates original concepts, goes beyond the obvious, and sees the big picture. Hands off tasks to an Advancer.
- **Advancer:** Recognizes new opportunities, develops ways to promote ideas, and moves toward implementation. Hands off tasks to a Refiner.
- **Refiner:** Challenges and analyzes ideas to detect potential problems and may hand plans back to an Advancer or Creator before handing off tasks to an Executor.
- **Executor:** Lays the groundwork for implementation, manages the details, and moves the process to completion.
- **Facilitator:** Works throughout the process to ensure tasks are handed off to the right people at the right time.

PRESENTATION SKILLS

In any conversation or presentation, our job is to persuade our internal and externals audiences to agree with and support our thinking and our work.

Great presenters are persuasive. They get their teams to do their best work, and they get their audiences to act.

In this workshop:

- You'll find your own successful presentation style, so you can be comfortable presenting your content to internal and external teams and clients.
- You'll learn how to get to the point of your presentation, so you can be more efficient for your clients and yourself.
- You'll learn that the deck is NOT the presentation, so you can focus on what's actually important - the reason you're presenting in the first place.
- You'll learn the tools of non–verbal communication so you can make your presentations even more powerful – even when on the phone.
- And, though a number of short presentations, you'll get personalized critiques to help you identify what you do well and how you can improve.

When you're done, you'll be a more persuasive and purposeful communicator, able to grab and keep attention to achieve your goal – you'll be better prepared to sell your ideas.

THINK LIKE A JOURNALIST – BUSINESS WRITING SKILLS

Great business communication requires tight storytelling with great narratives, excellent writing skills, attention to detail and deadlines, and persistent curiosity. And – your audience needs to get the information they need as quickly and clearly as possible.

Borrowing the tools of journalism and applying them both to written and visual storytelling helps get the right point across at the right time, in a way that can be quickly absorbed by the reader.

In this workshop:

- You'll learn the essential tools of journalistic writing – lede, nut graf, inverted pyramid, grammar, style, voice, editing, summarizing, and more, to help you tell an engaging and actionable story quickly and efficiently.
- You'll learn best practices in visual presentation - clear and bold statements, with no visual noise.
- You'll learn how to apply these tools across the kinds of writing and presentations you do every day to create sharable, actionable, and skimmable content.
- Topics include:
  - Why journalistic writing is good business writing.
  - The language of journalism – from the 5Ws and H, to Ledes, to nut grafs and headlines.
  - The inverted pyramid – get to the point, quickly.
  - The 8 elements of newsworthiness – and how to use them to get your writing read.
  - Keeping it simple – what's the least you can say to achieve your goal?
  - How not to get sued – attribution and quoting.
  - Learning from Buzzfeed – make your writing sharable, actionable, and skimmable.
  - Knowing your audience and how to connect and persuade.
  - Storytelling – stories make facts interesting and sticky.
  - Editing, grammar and spelling – yes, they count!
  - Visual communication – design is about meaning, not just making it look pretty. Applying the inverted pyramid to design.
  - Persuasive presentation models.
  - ACTION – the key to planning, before you open Word or PowerPoint.

When you're done, you'll be a more persuasive and purposeful communicator, able to grab attention and deliver your point in a time-challenged business and social environment.