



# The Pearl Collaborative

## Janine Krokey, MBA, PHR

Meet Janine, a seasoned human resources professional with over 20 years of diverse experience! She has worked with both large and small organizations across a variety of industries, including manufacturing, distribution, communications, healthcare, and legal sectors. Janine's passion for HR shines through in everything she does, as she strives to create highly engaged organizations and vibrant workplace cultures.

As a Senior Human Resources Executive, Janine has a remarkable ability to drive organizational change and develop strategic HR initiatives while leading cross-functional teams. She has a proven track record in executive leadership, talent development, employee engagement, and organizational transformation. Her commitment to aligning HR strategies with corporate goals and nurturing a culture of continuous improvement and innovation truly sets her apart. Janine's enthusiasm is all about empowering the organization and its most valuable asset—its people—to reach their full potential.

Originally from Ohio, Janine earned her BA in Political Science from the University of Mount Union and her MBA from Baldwin Wallace University. She's also deeply committed to her community and actively seeks ways to give back. Now, after spending the last 9 years in sunny Florida, Janine resides in Longwood with her husband and their three dogs. Their son is studying at The University of North Florida in Jacksonville. When she's not busy with work, Janine loves staying active through Bar Method classes, playing tennis, reading, and exploring new experiences—especially those that push her out of her comfort zone.



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## Session 1: Recruiting vs. Sourcing

### Summary:

Are you new to talent acquisition? Are you a recruiter? Are you leading a team with talent responsibilities? Are you training a new hire? If you answered yes to any of these questions, this informative 45-minute session is for you. Recommended to be paired with recruitment and retention offering.

### Objectives:

After this informative session, participants will be able to:

- Have a clear understanding of what sourcing is
- Have a clear understanding of what recruitment entails
- Understand the relationship between sourcing and recruitment
- Have at least one (but probably more) takeaways to improve your recruitment processes and strategy.

## Session 2: FMLA 101

### Summary:

"I need to take FMLA." If hearing these words makes you anxious or like you need a law degree, this session is definitely for you. Janine Krokey, strategic HR leader, will lead you through FMLA basics to help you understand what is, what is not, and what your process should be. This session will include interactive exercise to help test your knowledge.

### Objectives:

After this informative session, participants will be able to:

- Determine who qualifies for FMLA
- Determine what qualifies for FMLA
- Understand the forms needed
- Have at least one idea to improve your current process that will improve your workplace culture.



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## Session 3: Difficult Employees: The Basics of Employee Relations

### **Summary:**

In this interactive presentation, Janine Krokey will provide the audience with tools, resources, and guidance to help with the most significant contributor to productivity loss, negative employee morale, and company culture: the difficult employee. You will learn the basics of employee relations processes to mitigate situations and even stop situations from occurring. In this interactive session, best practices for communication with the difficult employee and guiding their manager will be a focus. Be prepared to think, laugh, and walk away with new knowledge to put into action.

### **Objectives:**

After this informative session, participants will be able to:

- Identify the key characteristics of difficult employees and understand their impact on team dynamics and company culture.
- Apply effective communication strategies to engage with difficult employees and improve interpersonal relationships in the workplace.
- Recognize the employee relations processes that can help mitigate conflicts and prevent escalation to litigation.
- Develop actionable steps for guiding managers in addressing challenging behaviors and fostering a more positive work environment.



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## Session 4: Effective Email Communication

### **Summary:**

In this interactive audience participation presentation, we will talk about effective communication in one of its most popular and often misused forms – e-mail.

Topics will include:

- General Communication Standards
- Preparing an Appropriate Message
- Importance of Subject Lines
- General communication standards
- The importance of proper email communication
- Building the email message

In today's world, emails cost companies money, employees' time, and potentially students poor grades or missed job opportunities. You are sure to walk away with several takeaways. Recommended to be paired with Effective Verbal and Written Workplace Communication offering.

### **Objectives:**

After this informative session, participants will be able to:

- Identify and apply general communication standards to enhance the clarity and effectiveness of emails.
- Recognize the significance of email as a communication tool and its impact on professional and academic success.
- Construct appropriate email messages that are concise and tailored to the target audience.
- Create compelling subject lines that capture attention and convey the essence of the email content.



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## Session 5: Recruitment and Retention: How to Attract and Retain Today's Top Talent!

### **Summary:**

In today's ever-changing business world, organizations must stay ahead of the curve to attract and retain top talent in 2025 and beyond. Add in a pandemic, the "gig" economy, and the rise of social media entrepreneurship, and businesses are having a more challenging time attracting and retaining the top talent needed to stay competitive, let alone gain leverage over the competition. Businesses need to be in tune with what motivates today's workforce; it's not just a paycheck. If businesses want to attract the best and the brightest, they need to understand and be willing to provide what today's workforce demands.

In this session, attendees will learn different recruitment and retention strategies to be competitive in their respective fields and cultivate a culture of trust and innovation that employees will value above and beyond a simple paycheck. Recommended to be paired with Recruitment vs. Sourcing offering.

### **Objectives:**

After this informative session, participants will be able to:

- Identify key factors that motivate today's workforce and how these impact recruitment and retention strategies.
- Explore innovative recruitment techniques that resonate with the values of modern talent in a rapidly changing job market.
- Develop effective retention strategies that foster a culture of trust, engagement, and innovation within organizations.
- Analyze case studies of successful companies that have adapted their hiring practices to attract and retain top talent in the new world of work.



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## Session 6: Effective Verbal and Written Workplace Communication

### **Summary:**

This seminar focuses on enhancing employees' communication skills, which are crucial for fostering organizational collaboration and productivity. Participants will learn the principles of clear and concise verbal communication, as well as the importance of effective written communication in various workplace scenarios. The seminar will cover strategies for active listening, delivering constructive feedback, and crafting professional emails and reports. Through interactive activities and real-life examples, attendees will develop the confidence to express their ideas clearly and engage in meaningful dialogue. The goal is to equip participants with the tools necessary to improve overall team communication and contribute to a positive work environment. Recommended to be paired with Effective Email Communication offering.

### **Objectives:**

After this informative session, participants will be able to:

- Understand the key components of effective verbal communication and how to apply them in workplace interactions.
- Develop skills for writing clear, concise, and professional emails and documents that convey messages effectively.
- Enhance active listening abilities to foster better understanding and collaboration among team members.
- Practice techniques for giving and receiving constructive feedback to improve team dynamics and performance.



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## Session 7: Mitigating Difficult Employees - Best Practices

### **Summary:**

In this seminar, participants will explore effective strategies for managing challenging behaviors in the workplace. The session will cover the types of difficult employees and the underlying causes of their behavior, equipping HR professionals with tools to address these issues constructively. Attendees will learn how to foster open communication, set clear expectations, and implement performance management techniques that encourage positive change. The seminar will also delve into conflict resolution strategies and the importance of empathy in handling sensitive situations. Participants will engage in interactive discussions and case studies, allowing them to apply best practices in real-world scenarios. By the end of the session, attendees will feel more confident in their ability to navigate the complexities of difficult employee interactions and contribute to a healthier work environment.

### **Objectives:**

After this informative session, participants will be able to:

- Identify the characteristics and behaviors of difficult employees and understand their underlying causes.
- Develop effective communication strategies to address challenging behaviors and foster a positive workplace culture.
- Implement performance management techniques to guide difficult employees towards improvement.
- Gain conflict resolution skills and apply best practices to manage sensitive situations with empathy and professionalism.



# The Pearl Collaborative

## Session 8: Understanding Generations in the Workplace

### **Summary:**

This seminar is designed to equip HR professionals and organizational leaders with the knowledge and skills to navigate the diverse generational landscape of today's workforce. As companies increasingly comprise multiple generations, including Baby Boomers, Generation X, Millennials, and Generation Z, understanding each group's unique values, communication styles, and work preferences becomes essential for fostering a cohesive and productive environment. This seminar will explore generational characteristics, the impact of historical events on attitudes and behaviors, and strategies for enhancing collaboration across age groups. Participants will engage in interactive discussions and case studies highlighting best practices for managing generational differences. By the end of the session, attendees will be better prepared to leverage the strengths of a multi-generational workforce and drive organizational success.

### **Objectives:**

After this informative session, participants will be able to:

- Analyze the distinct characteristics and work preferences of each generation in the workplace.
- Identify effective communication strategies tailored to different generational cohorts.
- Develop actionable approaches to enhance collaboration and reduce generational conflict within teams.
- Create an inclusive workplace culture that values and leverages the diverse perspectives of all age groups.