

# In-Person Workshops and Seminars

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## Accountability Creates Engagement: A Seminar

Audience: Recommended for leaders with 2+ years of supervisory or managerial experience

Format: In-person

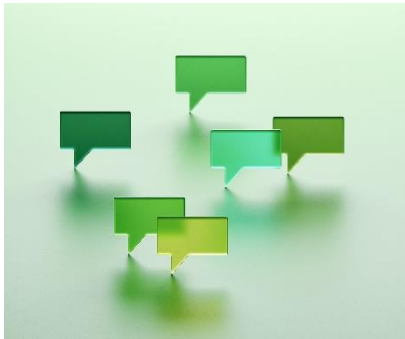
Time: 2 hours

Pre-Work: Yes

Effective leadership in the public sector depends on a delicate balance between empowering teams and ensuring accountability. This interactive session examines how autonomy, when paired with clear expectations, drives both employee engagement and organizational performance.

Leaders will explore:

- How structured independence supports productivity and professional fulfillment.
  - The impact of accountability frameworks on morale and service delivery.
  - Strategies for cultivating an innovative, high-trust environment without compromising oversight.
- Through facilitated discussion, real-world scenarios, and peer learning, participants learn practical approaches to reinforce accountability while fostering creativity and resilience within their teams.



## Communication Matters

Audience: All employees; Leaders of any level of experience and

tenure; intact teams

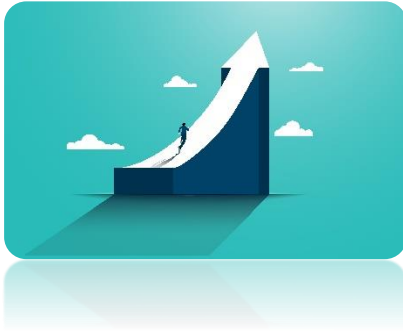
Format: In-person

Time: Full day

Discover your communication style and build skills to connect with different ones. As a result of taking part in this program, participants will:

- Understand the core components of effective communication.
- Recognize common barriers that impede workplace communication.
  - Explore strategies to overcome the barriers that impede communication.
- Learn the 4 communication styles.
  - Create a personalized communication style profile.
  - Learn how to adapt their style to communicate more effectively with others.
  - Understand how certain speech habits can detract from clear communication.

- Practice communicating in a variety of realistic scenarios to increase confidence and skill.



### **Moving into Leadership**

Audience: New leaders; those considering a leadership position

Time: 2-days

Format: In-person training

Customizable: YES

This program introduces participants to the role, responsibilities, and purpose of front-line supervision. It provides new supervisors (or individuals thinking of promoting to a leadership position) the knowledge, insights, and skills they need to be effective as a new leader.

After attending the *Moving into Leadership* program, participants will:

- Gain self-awareness and understand their unique strengths as a leader.
- Understand the responsibilities associated with supervising others.
- Be able to give clear assignments and delegate effectively.
- Be able to conduct an effective One-on-One meeting.
- Knowing the essentials of effective documentation
- Be able to deliver effective feedback, recognition, and appreciation to employees.

The curriculum includes:

- Personality Assessment ([Emergenetics®](#))
- Skill-based Assessment
- Small and Large-group discussions
- Activities for Self-reflection and application
- Structured role-play and practice sessions
- Professional facilitation
- Participant handbook

### **Self-Awareness as a Leader (Emergenetics)**

Audience: All leadership levels; can be included as part of a leadership program

Time: 1-day, In-person training

Customizable: YES

**Additional fees apply**



This full-day workshop helps you assess and name your unique leadership strengths, passions, and abilities using a psychometric instrument called [Emergenetics®](#). Emergenetics measures your thinking and behavioral preferences, giving you clarity on your decision-making and problem-solving styles, your work style, and how you communicate with others. You'll leave this energizing and interactive workshop with a better understanding of yourself and your colleagues.

## Is It Personal or Personality? Using Emergenetics to Navigate Differences and Build Respect

Audience: All employees; leaders; intact teams

Time: 4-hours or Full-day

Format: In-Person

**Additional fees apply**



On the quest to build respectful working relationships, people still clash at work. But is it personal, or simply the result of different personalities using different work styles? This fast-paced and interactive workshop uses [Emergenetics](#), a psychometric instrument that measures preferences in both thinking and behaviors, to provide insights into different communication, problem-solving, and work styles. Understanding the different personality types – and what makes them tick - builds respect within teams and enhances our ability to cooperate and collaborate.

At the end of this interactive workshop, participants will:

- Understand their personality style and how it influences their work style.
- Increase their awareness of other personality styles.
- Learn ways to communicate and work cooperatively with different personality styles.
- Increase their “respect quotient” when working with others to enhance teamwork, build trust, and increase productivity.

### Emergenetics Profile Review

Audience: Individual leaders unable to attend an in-person Emergenetics workshop; individual profiles; anyone who would like more input and insights by the facilitator



Format: In-person

Time: 2 – 4 hours

**Additional fees apply**

This individualized session provides in-depth information on an individual’s Emergenetics profile. The facilitator brings clarity to the Emergenetics framework and answers questions about the individual’s profile, diving more deeply into their strengths and challenge areas as a leader.

## Conducting Productive One-on-One Meetings



Audience: Leaders of any background, training, and experience

Format: In-person

Time: 4 hours

One-on-One meetings are the most effective tool in a leader's toolkit. This workshop provides a comprehensive overview of One-on-One meetings to allow leaders to create their own, personalized approach and style for conducting them. The program covers:

- The purpose of One-on-One meetings.
- The benefit of One-on-One meetings.
- A recommended format for virtual or in-person meetings.
- Tips for providing effective feedback and input during One-on-One meetings.
- How to implement One-on-One meetings in teams where they have not been the norm.
- Strategies for addressing challenges that arise during One-on-One meetings.

## The Art of Delegation

Audience: Leaders of any level of experience and tenure

Format: In-person

Time: ½ day or Full day

Come and explore the simple, yet complex art of delegation that: builds skills in others, increases confidence and independence, promotes creativity and innovation, and increases the productive output of your team. Caution: this workshop may result in more time for you to use at your discretion!



By attending this workshop, participants will:

- Learn common misperceptions about delegation.
- Understand when to delegate.
- Understand the advantages and disadvantages of delegation.
- Learn how to delegate.
- Create your own approach to delegation to ensure accountability.
- Gain balance in your workday (and life!)

## Facilitating Productive Team Meetings

Audience: leaders of any background, training, and experience

Format: In-person

Time: 4 hours



When a team meeting is conducted effectively, it's a wonderful way to foster team relationships, open lines of communication, and therefore increase a team's performance. This workshop reviews basic skills that will help you transform your team meetings from tolerable to terrific. It provides a basic formula for running productive team meetings, with special attention to the approaches necessary for both in-person and virtual meetings. Your participation in this workshop will enhance your ability to:

- increase participation and engagement among those in the meeting.
- deal with challenging participants.
- design an effective meeting agenda *and*
- stay punctual and on-time in your meetings.



## The Innovation Lab: Stir-Up Creativity and Inspire Innovation!

Audience: Leaders of any background, training, and experience; intact teams

Format: In-person

Time: 4 hours

What exactly *is* innovation? Is it about creating something completely new, or transforming the tried and true? Is innovation big and audacious or small and incremental? Innovation is all these things and it's happening daily in classrooms, on buses, in boardrooms, and in today's government workspace!

After attending this workshop, you will:

- Understand the role of innovation in today's public sector workplace.
- Gain perspective on how innovation occurs and explore: what must be in place for innovation to thrive?
- Evaluate your readiness to embrace innovation as a team norm.
- Learn ways to encourage innovation on your team or in your division.



## The Power of Productive Conflict

Audience: Experienced or new leaders; intact teams

Format: In-person

Time: 4 hours to Full day

Inclusive: Thomas-Kiersey Conflict Style Assessment

**Additional fees apply**

This workshop provides an overview of the skills needed for healthy dialogue and “productive conflict” within teams. Participants complete a conflict style assessment and learn more about diverse conflict styles through a series of activities and discussions.

After taking part in this program, you will:

- Understand your personal conflict style.
- Recognize the language and behaviors, uses, and outcome of the different conflict styles.
- Understand the importance of “productive conflict” as it pertains to leadership, teams, and citizen/stakeholder relationships.
- Be able to tap into different conflict styles to better navigate high-stake discussions.

## Productive Conversations

Audience: Experience or new leaders; intact teams

Format: In-person

Time: Two, 4-hour workshops

Difficult workplace conversations about performance, behavior, disagreements, or conflict are often the most challenging for leaders. In this workshop, you’ll learn basic principles and a simple model to address a difficult issue while seeking to preserve the relationship.



A sample of the skills you’ll learn in this workshop include:

- Why conversations about sensitive issues go “south” quickly.
- How to prepare for a productive conversation.
- A simple model for holding a productive conversation.
- How to create an atmosphere that welcomes open and honest dialogue.
- Ways to keep the conversation “on topic.”
- Tips to solidify agreements between parties.
- How to address broken promises and failed agreements.

This workshop has two modules. Module 1 provides an overview and explanation of the skills, principles, and foundations of “Productive Conversations.” Module 2 provides realistic scenarios and case studies so you can safely practice the model with others, receiving input and feedback from the instructor and your peers.

## Public Speaking: Skill Enhancement Lab



Audience: Leaders of any background, training, and experience; individuals interested in promoting to a leadership position; intact teams

Format: In-person

Time: 4 hours

This interactive workshop is designed for leaders who want to enhance their public speaking skills in a supportive, low-pressure environment. The program covers vocal delivery, body language, connecting with the audience, and managing your anxiety. Short practice presentations allow you to apply new skills in a safe and supportive environment.

As a participant, you will:

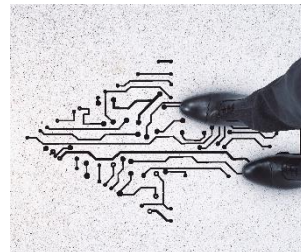
- Learn about the fundamentals of a professional presentation.
- Recognize speech patterns or body language that may diminish your credibility as a speaker.
  - Learn tips to reduce your anxiety prior to giving a presentation.
- Learn how to structure a concise and powerful presentation.
- Learn how to conduct a Q & A session.
- Gain tips on how to cope with nerves during a presentation.
- Assess other areas for your professional growth.

## Stepping into Supervision

Audience: Anyone intending to promote to a leadership position; leaders of any background, training, and experience; coaches, mentors, or HR professionals

Format: In-person

Time: 4 hours



This workshop outlines the role, responsibilities, and functions of supervision.. This workshop seeks to prepare new supervisors to step into their new role with confidence and competence.

By attending this workshop, participants will:

- Understand the role of a supervisor.
- Learn the duties and responsibilities associated with front-line supervision.
- Become aware of the typical challenges new supervisors experience.
  - Brainstorm strategies and approaches to address these challenges.
- Evaluate your readiness to step into a leadership role.
- Create a personalized development plan to prepare for your promotion!

## Understanding Team Dynamics: Building a High-Performing Team



Audience: leaders of any background, training, and experience

Format: In-person

Time: 4 hours

As leaders, it's our responsibility to understand team dynamics so we can create an environment that supports the best and highest potential of our team. Teams function best in a positive and respectful environment that allows

for: information sharing, collaboration, creative problem-solving, innovation, deep discussions, sound decisions, and shared agreements.

In this workshop, participants will:

- Learn the difference between a group and a team.
- Learn the characteristics that define a team.
- Understand the characteristics of a high-performing team.
  - Recognize signs and symptoms of dysfunction on your team.
- Assess your team's strengths.
  - Evaluate your team for any challenge areas that may be hindering its performance.
- Clarify the part you play in creating a positive and respectful environment for your team.

## Values-Centered Leadership

Audience: Anyone intending to promote to a leadership position; leaders of any background, training, and experience; coaches, mentors, or HR professionals

Format: In-person

Time: 4 hours



Explore how your personal values influence your leadership style. Using an interactive process, you will create your own values pyramid and gain insight into how your values affect your decision-making, problem-solving, and interactions with others. As a result of your active engagement in this program, you will:

- Create an individualized values pyramid.
- Find links between your values and your actions.
- Trace the impact of your personal values to your leadership style.
- Align your individual values with those of your organization.
- Understand how to use your values when leading, coaching, and supporting your team.

# Virtual Workshops



## Accountability Creates Engagement: A Seminar

Audience: leaders of any level and experience

Format: Virtual

Time: 4 hours

Effective leadership in the public sector depends on a delicate balance between empowering teams and ensuring accountability.

This interactive session examines how autonomy, when paired with clear expectations, drives both employee engagement and organizational performance.

Leaders will explore:

- How structured independence supports productivity and professional fulfillment.
- The impact of accountability frameworks on morale and service delivery.
- Strategies for cultivating an innovative, high-trust environment without compromising oversight.

Through facilitated discussion, real-world scenarios, and peer learning, participants learn practical ways to reinforce accountability while fostering creativity within their teams.

## Emergenetics: Individual or Small Team Profile Review

Audience: Individual leaders unable to attend an in-person Emergenetics workshop; Single purchases; Anyone who would like more input by a trained facilitator



Format: In-person

Time: 2 – 4 hours

**Additional fees apply**

This in-person, one-on-one session offers a personalized debrief of an individual's Emergenetics Profile. Participants receive a deeper understanding of the Emergenetics framework and gain meaningful insights into their own thinking and behavioral preferences.

Led by a trained facilitator, the session provides:

- A more detailed explanation of the Emergenetics framework.
- Insights into participant's unique thinking and behavioral preferences.
- A better understanding of the participant's strengths, as they pertain to leadership influence.

By the end of this session, participants will walk away with a more comprehensive understanding of their Emergenetics profile and know how to leverage their unique profile to lead with intention and impact.



## Onboarding: Prepare Your New Hire for Longterm Success

Audience: Leaders of any level of experience and tenure

Format: Virtual

Time: 4 hours

Whew! You *finally – finally!* - landed the perfect candidate to fill that vacancy and you can't wait for this person to start so everything can get back to normal. But wait: what's your plan for orienting, mentoring, and supporting your new hire? You do have a plan, *right?* Leaders today must devise and implement an onboarding program specific to their team.

As a participant, you will:

1. Understand what onboarding is – and isn't.
2. Understand the benefits of onboarding.
3. Learn what to avoid as part of an employee's onboarding experience.
4. Clarify the leader's role and contributions to the onboarding process.
5. Create a template for onboarding your next, new hire.



## Speak with Confidence and Clarity

Audience: Leaders looking to enhance their presence, influence, and communication effectiveness

Format: Virtual

Time: 4 hours

Leadership in the public sector demands clear, confident communication—especially in environments where collaboration, public trust, and diverse perspectives

intersect. This online seminar equips participants with practical tools to speak with greater clarity, conviction, and strategic intent.

Participants will gain the following benefits from their participation:

- Understand speech habits that may undermine authority or credibility.
- Communicate assertively without sounding aggressive.
- Navigate disagreements in a professional manner to preserve relationships.
- Express your ideas with confidence—even in high-stakes or politically sensitive contexts.
- Say “no” diplomatically, and present alternatives with poise.

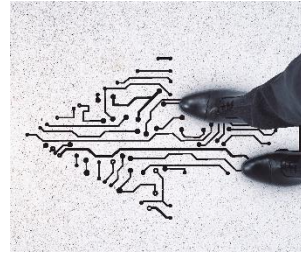
Realistic scenarios and small group practice sessions will provide a safe space for reflection, feedback, and skill development.

## Stepping into Supervision

**Audience:** Anyone intending to promote to a leadership position; leaders of any background, training, and experience; coaches, mentors, or HR professionals

**Format:** Virtual

**Time:** 4 hours



This workshop informs participants on the role, responsibilities, and functions of supervision. Too often employees seek out a promotion to a supervisory position without understanding the duties and responsibilities of that position. This workshop gives participants the information they need to decide if leadership is the right choice for them.

By attending this workshop, participants will:

- Understand the role of a supervisor.
- Clarify the duties and responsibilities associated with front-line supervision.
- Learn about typical challenges new supervisors experience.
- Brainstorm strategies to address these challenges.
- Assess their abilities in relation to the duties associated with supervision.
- Create an individual development plan for further professional development.

## About the Facilitator:

You're in good hands with Karen Main: for over twenty years, she has been building strong leaders and teams in the government sector. Karen understands the practical skills leaders need to be effective in the constantly-changing public sector landscape. She began her career in government as a trainer and has worked exclusively for public sector entities since opening her consulting business, [Innovations in Training](#), in 2009.

She holds academic credentials from the University of Colorado and the University of Denver and is an Advanced Associate with [Emergenetics, International](#). Her first book, [Pitfalls and Possibilities: A Leadership Fable](#), was awarded 2<sup>nd</sup> place in the Best Business Book category by the Colorado Independent Publishers Association and Bronze in the Business Fable category in the 2022 Axiom Business Book Awards.

Past leadership positions include President of the Colorado chapter of Public Sector Human Resources Association (pshra) and the Colorado chapter of the Association for Talent Development (ATD). Currently she is the President of the Arizona chapter of pshra.

Karen delivers in-person and virtual workshops through her company, [Innovations in Training](#). She's known for her conversational style of delivery combined with her use of interesting activities in workshops that inform, inspire, and engage.

A recent transplant from Colorado to the Phoenix West Valley, Karen travels across the country speaking and training and would be honored to work with the leaders at your organization!