



EDGE CONSULTING, LLC

# SERVICES OFFERED

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[www.edgehrconsulting.com](http://www.edgehrconsulting.com)



## What We Do

At Edge Consulting, LLC, we specialize in transforming workplace culture through strategic HR consulting, personalized employee coaching, and dynamic leadership development. With nearly 30 years of experience in human resources, we partner with organizations to unlock their full potential—one leader, one team, one solution at a time.

## HR Consulting

We help organizations build strong foundations for success by offering expert guidance in:

- Talent management and succession planning
- Employee engagement and retention strategies
- Diversity, inclusion, and belonging initiatives
- Performance management systems
- Organizational development and change management
- Compensation analysis
- Creation and auditing of HR functions
- Overall support for HR functions

## Employee Coaching

Our coaching programs are designed to elevate individual performance and foster growth. Participants learn to, as example:

- Improve emotional intelligence and self-awareness
- Strengthen communication and collaboration
- Navigate change with confidence
- Set and achieve meaningful goals
- Build accountability and resilience

## Leadership Development

At Edge Consulting, LLC, we believe leadership is not a title—it's a mindset and a set of behaviors that can be developed at every level of an organization. Our leadership development services are designed to help individuals recognize their influence, communicate with clarity, and lead with purpose.

Through interactive learning, real-world application, and reflective practice, we help leaders shift from reactive to intentional, from directive to empowering. The result is not just better leadership—it's a measurable change in how people think, act, and engage with others.

Listing of courses offered, with learning objectives and key takeaways on the following pages.



## Leadership Development Courses

### Innovation & Brainstorming

#### Course Description

This interactive session equips participants with the tools, techniques, and mindset to think creatively, solve problems, and foster innovation in the workplace. Through practical exercises—including Six Thinking Hats and the FourSight Problem Solving framework—participants will learn how to approach challenges from new perspectives and generate actionable ideas.

#### Learning Objectives

- Define innovation and explain its role in organizational success.
- Identify key characteristics of innovative thinkers.
- Apply structured brainstorming techniques to generate solutions.
- Utilize the FourSight Problem Solving model to guide the creative process.
- Develop strategies to integrate innovation into daily work practices.

#### Key Takeaways

- Innovation drives growth, adaptability, and competitiveness.
- Structured brainstorming helps teams think beyond obvious solutions.
- The FourSight model offers a repeatable process for solving problems creatively.
- Diverse perspectives strengthen innovation.
- Innovation can be learned, cultivated, and embedded in workplace culture.

### Emotional Intelligence (EI)

#### Course Description

Emotional Intelligence is a powerful driver of personal and professional success. In this course, participants will explore how emotions shape behavior, discover the five core components of EI, and learn strategies to enhance self-awareness, empathy, and relationship management. Practical tools and self-assessment exercises will help participants apply EI skills immediately.

#### Learning Objectives

- Define Emotional Intelligence and its impact on personal and workplace success.
- Describe how emotions influence decision-making, relationships, and performance.
- Identify the five components of EI and strategies to strengthen each.
- Use EI self-assessment results to create a personal development plan.
- Apply EI skills to improve collaboration, communication, and conflict resolution.

#### Key Takeaways

- Emotional Intelligence is as critical as technical skills for success.
- Self-awareness is the foundation of all EI skills.
- Managing emotions effectively leads to better decisions and relationships.
- Empathy improves trust and teamwork.
- EI can be developed through consistent practice and reflection.



## Public Speaking & Presentation Skills

### Course Description

Strong presentation skills inspire action, influence decisions, and build credibility. This session covers audience analysis, attention-grabbing openings, effective communication techniques, and the strategic use of visual aids. Participants will learn to present confidently, engage audiences, and deliver impactful messages.

### Learning Objectives

- Analyze audience needs and tailor presentations to different learning styles.
- Establish credibility and trust through content and delivery.
- Use techniques to capture and maintain audience attention.
- Communicate ideas clearly and persuasively.
- Integrate visual aids effectively to support key messages.

### Key Takeaways

- Knowing your audience is the key to relevance and impact.
- Storytelling and strong openings make presentations memorable.
- Audience engagement increases retention and connection.
- Nonverbal communication reinforces spoken words.
- Visual aids should enhance, not distract from, the message.

## Overall Leadership Skills

### Course Description

This course provides a comprehensive overview of leadership principles, styles, and best practices. Participants will explore how effective leaders communicate, make decisions, solve problems, and adapt their approach to inspire and guide others. Interactive discussions and case studies will help leaders strengthen their skills for real-world application.

### Learning Objectives

- Identify and compare different leadership styles.
- Recognize traits and behaviors of highly effective leaders.
- Apply communication strategies to influence and motivate others.
- Use structured decision-making and problem-solving techniques.
- Adapt leadership approaches to meet the needs of individuals and teams.

### Key Takeaways

- Leadership styles can be adapted to different situations.
- Clear, consistent communication builds trust.
- Effective leaders balance people and task priorities.
- Decision-making benefits from a structured, inclusive approach.
- Leadership growth requires self-awareness and feedback.



## Communication

### Course Description

Effective communication is the foundation of workplace success. This course explores both written and face-to-face communication, emphasizing clarity, audience awareness, listening skills, and body language. Participants will practice strategies to ensure messages are understood and relationships are strengthened.

### Learning Objectives

- Recognize the importance of communication in achieving goals.
- Apply techniques to write clear, professional messages.
- Use proofreading and planning to avoid misunderstandings.
- Improve face-to-face communication through active listening and body language.
- Ask effective questions to gather information and build rapport.

### Key Takeaways

- Communication must be tailored to the audience.
- Clear writing prevents confusion and errors.
- Nonverbal cues are as powerful as spoken words.
- Listening is an active skill that improves understanding.
- Thoughtful questions open dialogue and strengthen relationships.

## Leadership Skills for Non-Leaders

### Course Description

Leadership isn't limited to those with formal authority. This session empowers participants at all levels to lead through influence, effective communication, and teamwork. Using self-assessment tools, participants will identify their leadership strengths and learn strategies to support change and inspire collaboration.

### Learning Objectives

- Describe characteristics of effective leaders.
- Apply strategies for leading teams without formal authority.
- Communicate effectively to influence and inspire others.
- Support change initiatives within their organization.
- Assess personal leadership behaviors and areas for growth.

### Key Takeaways

- Leadership is a set of behaviors, not a job title.
- Influence comes from trust, credibility, and relationships.
- Clear communication strengthens influence.
- Change is easier when supported by engaged team members.
- Self-assessment helps guide personal leadership development.



## Employee Engagement

### Course Description

Engaged employees are more productive, innovative, and committed. This course examines the drivers of engagement, how to measure it, and the impact of disengagement on organizational success. Participants will explore practical methods to create a motivated, high-performing workforce.

### Learning Objectives

- Define employee engagement and its importance.
- Identify characteristics of engaged and disengaged employees.
- Measure engagement using effective questions and tools.
- Calculate the cost of disengagement to the organization.
- Implement strategies to increase engagement.

### Key Takeaways

- Engagement directly impacts performance and retention.
- Engaged employees show commitment, enthusiasm, and initiative.
- Disengagement is costly in productivity and morale.
- Regular measurement helps track engagement levels.
- Managers play a critical role in fostering engagement.

## Hosting a Meeting

### Course Description

Well-run meetings save time, increase productivity, and drive results. This course provides tools for deciding when to meet, creating effective agendas, managing time, and handling challenging participants. Participants will leave with strategies to make every meeting purposeful and productive.

### Learning Objectives

- Determine when a meeting is necessary.
- Select the right participants to attend.
- Create and share an agenda in advance.
- Manage meeting time effectively.
- Handle difficult participants while keeping the meeting on track.

### Key Takeaways

- Not all discussions require a meeting.
- Clear agendas guide discussion and decisions.
- Time management keeps meetings focused.
- The 'parking lot' technique helps address off-topic issues.
- Skilled facilitation improves meeting outcomes.





## Coaching to Improve Performance

### Course Description

Coaching is a powerful tool for unlocking potential, improving performance, and fostering growth. This course clarifies the difference between coaching and mentoring, explores the roles and values of an effective coach, and teaches the art of coaching before, during, and after conversations. Participants will practice communication techniques and create a plan to integrate coaching into their leadership approach.

### Learning Objectives

- Define coaching and differentiate it from mentoring.
- Identify the essential elements of successful coaching.
- Apply the before–during–after coaching framework.
- Use effective communication techniques to support coachees.
- Recognize the benefits of coaching for individuals and organizations.

### Key Takeaways

- Coaching develops both performance and potential.
- Effective coaching is structured yet flexible.
- Listening and asking powerful questions are core coaching skills.
- Preparation before coaching sessions increases effectiveness.
- Coaching builds trust, motivation, and accountability.

## Succession Planning

### Course Description

Succession planning ensures organizational stability and future leadership. In this course, participants will explore the process, identify common pitfalls, and align succession efforts with strategic planning. They will also learn how to assess talent, measure results, and create a proactive plan for leadership continuity.

### Learning Objectives

- Explain the similarities and connections between succession and strategic planning.
- Compare different approaches to succession planning.
- Apply the succession planning process to their organization.
- Identify weaknesses and avoid common mistakes in planning.
- Evaluate succession outcomes using measurable results.

### Key Takeaways

- Succession planning is a proactive, ongoing process.
- Strategic alignment ensures readiness for future needs.
- Avoiding common pitfalls saves time and resources.
- Measuring results strengthens the process over time.
- Planning for talent continuity protects organizational success.



## Diversity, Inclusion, and Belonging

### Course Description

Creating an inclusive workplace benefits both people and performance. This course explores the value of diversity, inclusion, and belonging, and provides tools to combat bias, address stereotypes, and eliminate microaggressions. Participants will learn how to model behaviors that foster respect, equity, and collaboration.

### Learning Objectives

- Define diversity and diversity management.
- Explain the importance of inclusion and belonging at work.
- Recognize and address conscious and unconscious bias.
- Differentiate between stereotypes and biases.
- Demonstrate inclusive behaviors and prevent microaggressions.

### Key Takeaways

- Diversity strengthens creativity and problem-solving.
- Inclusion ensures all voices are heard and valued.
- Bias—both conscious and unconscious—affects decisions and relationships.
- Microaggressions erode trust and engagement.
- Leaders set the tone for an inclusive workplace.

## Generations @ Work

### Course Description

Workplaces today span multiple generations, each with unique values, communication styles, and expectations. This course examines generational characteristics, life stage influences, and the roots of generational tension. Participants will learn practical strategies to work across generations and build stronger, more collaborative teams.

### Learning Objectives

- Describe the defining characteristics of each generation in the workplace.
- Identify how life stages impact work attitudes and behaviors.
- Recognize sources of generational tension and bias.
- Apply strategies to collaborate effectively across generations.
- Build inclusive practices that leverage generational diversity.

### Key Takeaways

- Generational differences often stem from life stage, not just age.
- Awareness reduces miscommunication and tension.
- Collaboration benefits from valuing all generational perspectives.
- Shared goals bridge generational gaps.
- Leaders can model cross-generational respect.





## Foster Accountability

### Course Description

Accountability drives performance, trust, and results. This course defines accountability, explores its role in workplace culture, and introduces tools for creating an environment where individuals take ownership of their work. Participants will learn to model accountability and address challenges to transparency.

### Learning Objectives

- Define accountability and its importance in the workplace.
- Demonstrate behaviors that encourage accountability.
- Create and sustain a culture of accountability.
- Use tools and techniques to track progress and commitments.
- Address challenges to transparency and follow-through.

### Key Takeaways

- Accountability is about ownership, not blame.
- Leaders model the accountability they expect from others.
- Transparency strengthens trust and follow-through.
- Tools like clear goals and regular check-ins support accountability.
- Cultural norms determine whether accountability thrives.

## Institute Transparency and Feedback

### Course Description

Transparency and feedback are critical to employee growth and organizational health. This course equips participants with strategies to communicate openly, overcome barriers to transparency, and use feedback as a development tool. Through practice activities, participants will refine their ability to give and receive feedback effectively.

### Learning Objectives

- Define transparency and feedback and explain their benefits.
- Overcome challenges to transparent communication.
- Use feedback to develop individuals and teams.
- Deliver constructive feedback with clarity and respect.
- Foster a culture where feedback is welcomed and acted upon.

### Key Takeaways

- Transparency fosters trust and alignment.
- Feedback drives improvement when it's specific and actionable.
- Constructive feedback balances strengths and areas for growth.
- Openness reduces misunderstandings and resistance.
- Continuous feedback supports ongoing development.



## Implement Team Recognition

### Course Description

Recognition is a key driver of motivation and retention. This course teaches participants how to design and implement effective recognition programs for individuals and teams. They will explore best practices, develop recognition strategies, and understand how to make appreciation part of the organizational culture.

### Learning Objectives

- Identify the benefits of recognition for individuals and teams.
- Apply best practices for recognizing contributions.
- Develop a tailored recognition strategy.
- Integrate recognition into daily leadership practices.
- Measure the impact of recognition efforts.

### Key Takeaways

- Recognition boosts engagement, morale, and loyalty.
- Timely, specific recognition has the most impact.
- Recognition can be formal or informal.
- Consistent appreciation strengthens culture.
- Leaders set the tone for valuing contributions.

## Plan for Action

### Course Description

Turning ideas into results requires clear, actionable plans. This course guides participants through the action planning process, from defining goals to identifying resources and steps for execution. Practical tools and templates will help participants create plans that drive measurable outcomes.

### Learning Objectives

- Define action planning and its purpose.
- Apply the steps for creating an effective action plan.
- Identify resources, timelines, and responsibilities.
- Monitor progress and adjust plans as needed.
- Recognize the foundational elements of successful action planning.

### Key Takeaways

- Action plans turn vision into measurable results.
- Clear goals and steps keep efforts focused.
- Assigning responsibility increases accountability.
- Regular monitoring prevents delays and derailment.
- Flexibility is key to overcoming obstacles.



## Under Pressure – Managing Time and Stress for Success

### Course Description

In today's work environment, stress and competing demands can quickly overwhelm even the most capable professionals. This interactive session equips participants with practical tools to manage stress effectively, prioritize tasks, and optimize their time for greater productivity and well-being. Through experiential activities, group discussions, and real-world scenarios, participants will learn how to stay focused, resilient, and balanced — even when the pressure is on.

### Learning Objectives

- Apply evidence-based stress management techniques to maintain focus and energy. Recognize the signs and sources of stress in the workplace.
- Use time management frameworks to prioritize tasks and set realistic goals.
- Identify personal productivity blockers and implement strategies to overcome them.
- Build a personalized action plan for reducing stress and improving time efficiency.

### Key Takeaways

- Stress can be managed — but only when you identify triggers and address them proactively.
- Prioritizing tasks and managing your energy helps you do more in less time.
- Saying “no” is often a productivity tool, not a weakness.
- Short, intentional breaks can drastically improve focus and reduce burnout.
- A personal action plan ensures strategies are applied beyond the session.

## Manage Change Like a Pro

### Course Description

Change is constant—and managing it effectively determines success. This course explores the need for change, roles in change management, and proven models for guiding transitions. Participants will practice strategies for communicating change and creating buy-in at every level.

### Learning Objectives

- Explain why change is necessary for organizational success.
- Identify roles and responsibilities in change management.
- Apply change models to real-world scenarios.
- Communicate change effectively to reduce resistance.
- Build support and commitment for change initiatives.

### Key Takeaways

- Change management requires planning and communication.
- Clear roles ensure accountability during transitions.
- Proven models help navigate the change process.
- Communication creates understanding and buy-in.
- Engagement reduces resistance and speeds adoption.



## Collaborate Across Teams

### Course Description

Cross-team collaboration leads to innovation and efficiency. This course teaches participants how to foster collaboration through communication, role clarity, and shared goals.

Participants will explore the benefits of teamwork, practice collaboration strategies, and learn to assign responsibilities effectively.

### Learning Objectives

- Define collaboration and its role in workplace success.
- Explain the connection between teamwork and collaboration.
- Apply communication strategies to strengthen collaboration.
- Identify benefits and challenges of cross-team efforts.
- Assign roles and responsibilities to maximize effectiveness.

### Key Takeaways

- Collaboration improves problem-solving and creativity.
- Clear communication prevents duplication and conflict.
- Shared goals keep teams aligned.
- Defined roles improve accountability.
- Cross-team collaboration requires trust and openness.

### Important Notes:

- Course titles can be updated
- Information covered in each course can be somewhat adjusted to meet client needs but regardless will incorporate information specific to the client
- Courses can range from 2 hours to 7 hours, based on client needs. The more time we have to cover the material and work on how to transfer the knowledge back at work, the more successful behavior change will be.
- If participants pre-register, it is suggested to conduct a pre-session survey (provided by Edge Consulting, LLC).
- “Drip” learning can be offered as well – follow up, via email, to help cement learning and change behaviors (3 follow-ups included in pricing).
- In need of something not listed – let’s chat!

## Meet Your Facilitator: Janea S. McDonald, PhD, PHR, SHRM-CP

Janea is the founder of Edge Consulting, LLC. Established in 2011, the company specializes in human capital management and development services aimed at enhancing organizations by nurturing their most valuable asset: their people. She accomplishes this by creating engaging training sessions tailored to the unique needs of each organization. Janea has facilitated training across a wide range of topics and industries, collaborating with clients such as Chevron, Mississippi Power, Alabama Power, LA Cat, Thompson Tractor, RPM (largest Domino's franchisee), and American Fidelity, among others. Feedback from her previous training sessions often underscores her effectiveness: "Janea was incredibly knowledgeable and kind. Great course!" "Very good class; I really enjoyed learning these tools and look forward to applying them." "She excelled at keeping everyone engaged and well-informed about each topic. Great teacher!" Based on this experience with developing people via their organizations, Janea has launched the HeartRise Institute in an effort to share her knowledge, on an individual level, helping people grow to build stronger connections, one relationship at a time.

In addition to her training expertise, Janea's extensive background in Human Resources (HR) allows her to address HR gaps for companies that may not have their own departments or face HR needs beyond their current staffing capabilities. Her services encompass conducting workplace and HR audits, establishing or enhancing HR departments, coaching employees, creating and updating employee handbooks, performing 360-degree evaluations, and more.

Janea earned her PhD in Human Capital Development from The University of Southern Mississippi (USM) in 2015. Prior to that, she completed her Master's Degree in Workforce Training and Development at USM and her Bachelor's Degree in HR Management from the University of South Alabama. Since 1996, Janea has worked in various HR roles, including positions with a national insurance adjusting firm, two universities, a consulting organization, and a billboard company. She has also spent several years as an adjunct instructor at both the graduate and undergraduate levels for multiple universities.

Since 1999, Janea has held the Professional in Human Resources (PHR) certification and obtained her SHRM-CP (Society of Human Resource Management - Certified Professional) certification in 2015, maintaining both through continuous education. Additionally, she is a certified Training and Development Professional through the Jack and Patti Phillips Workplace Learning and Performance Institute. For a decade, Janea served as the President/Treasurer of her local ATD (Association of Talent Development) chapter and is also a certified facilitator of the FourSight assessment. Moreover, she holds a certificate in Effective Teaching Practices from the Association of College and University Educators (ACUE) and a certificate in Conscious Capitalism through EdX.

Janea and her husband, Andy, are adapting to being empty nesters. While this change has been a significant adjustment and they miss their children, Emily and Jack, their sweet red lab, Bertrice (Bert), helps fill the void. They enjoy spending their time reading, traveling, and eagerly anticipating the kids' visits home.



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