

COURSE LISTINGS – SELF GROWTH & DEVELOPMENT



The Keys to Productivity: Maximizing Your Time at Work

– This is a half-day workshop in which participants will identify challenges/time constraints and explore your current time management practices. We will discuss and explore strategies in scheduling, prioritizing, and completing large-scale projects.

How to Increase Your Emotional Intelligence – This half-day workshop focuses on the components of emotional intelligence (inter and intrapersonal intelligence).

Participants will complete an emotional intelligence (EQ) inventory. We will discuss inventory results, along with strategies to improve and increase your EQ.