



EQUIP YOUR EMPLOYEES WITH THE PROFESSIONAL SKILLS TO FUNCTION AT THEIR BEST

LeaderGov offers a 7-part employee professional development workshop series with the necessary support materials to enable you to economically facilitate live workshop training for all your employees. Reduce your training costs by using our T3 (Train-the-Trainer) model where you facilitate your own workshops using our materials and processes.



Effective Communication

Communication is foundational to any organization's success, yet we all communicate and respond to communication in different ways. In this workshop we share how to have difficult and authentic conversations with others, how to have successful interpersonal communications and the important of body language.



Time Management

Knowing how to best utilize the time we have each day is key to being an effective contributor. Time management is a lot less about managing time and a whole lot more about learning how to manage ourselves and our priorities. In this workshop we walk through best practices, productivity tools and techniques as it relates to time management. Our goal is to give your team the tools to focus on what's important.



Listening for Success

The Listening for Success workshop aims to enhance participants' listening skills, so others feel heard and valued. The workshop focuses on active listening, including techniques such as maintaining eye contact, asking relevant questions, and providing verbal and nonverbal cues to demonstrate attentiveness.



Emotional Intelligence

Having healthy relationships with less drama makes for a better culture and better productivity. This workshop increases the participants' awareness of their own emotions and how to effectively manage them. Participants also learn how to become more aware and adaptable to others' emotions. Through a combination of interactive presentation, group discussion, and small group exercises, your team will learn valuable strategies to improve their emotional resilience, level of empathy and interpersonal skills.



Becoming a Team Player

Each person has a vital role to play on the team. This workshop focuses on providing participants with the tools to become effective team members. It entails defining what constitutes an effective team and how individuals fit into this concept. Additionally, it explores six key attributes required to enhance teamwork, foster positive working relationships and achieve collective goals. Topics include being an initiator, having conversational balance, commitment and being a peacemaker.



Multi-generational Workplace Success

This employee workshop helps employees understand and leverage the strengths of different generations in the workplace. Participants learn key characteristics of the four current generations, including Baby Boomers, Gen X, Millennials and Gen Z. The primary aim of this workshop is to increase understanding between generations, learn how to appreciate and leverage generational differences and address challenges.



Coping with Stress

The Coping with Stress workshop provides individuals with effective strategies for managing and reducing stress in their lives. The workshop begins by examining the causes and symptoms of stress, helping participants understand the impact it has on their physical and mental well-being. Through interactive exercises and group discussions, participants will learn practical techniques to better cope with stress and to help them create a strong foundation to navigate and handle stress in a healthier and more productive manner.



OUR FACILITATOR TOOLS MAKE IT EASY

Included with LeaderGov's seven Professional Development Workshop Series is a full suite of facilitation support materials to make your workshops lively, effective and impactful.



PDF Facilitator's Guide

A PDF Facilitator's Guide is provided with each workshop to help you effectively facilitate the material. In it, we explain the "why" behind each slide as well as provide talking points and suggestions for additional breakout sessions.



How to Facilitate Workshop Video

Workshops are very different from a classroom teaching style. So, we provide a detailed video for how to prepare for facilitation, how to get participant input and engagement and how to manage breakout sessions. Our proven process for workshop facilitation has garnered us a coveted 4.9 Google rating.



Video Facilitator's Guide

For those that learn by watching and listening, a video Facilitator's Guide is provided as a tangible tool to help you facilitate effectively by explaining the material, giving context on the topic, providing the "big picture" of each major point and how to position the material and ask good questions.



Participant's Workbook

Each workshop topic includes a PDF workbook, containing key content from the workshop for participants to take notes on and interact with.



Workshop PowerPoint

A professional PowerPoint is included for each workshop to enhance the learning experience by providing structured content through visual aids that highlight real-life examples.



Online Train-the-Trainer (T3) Portal

Local government facilitators have 24/7 access to an online portal where each workshop's materials reside. The easy-to-use portal makes preparation easy and fast.



Question Bank

A question bank is included with each facilitator's guide that includes several open-ended questions to help facilitators engage participants.

LEADERGOV OVERVIEW

Local governments like Clark County, NV (Las Vegas), Kansas City, KS, Brownsville, TX, Santa Fe Springs, CA, Erie, CO and Atlanta, GA have benefited from LeaderGov's professional development services. LeaderGov helps you have a more effective and productive team by equipping your employees and leaders with essential "human" skills.

We have provided retreat facilitation, strategic planning, and professional development services for over 11 years and would be honored to assist you in reaching your succession planning, culture and professional development goals.

Call us today at 844.853.2337 or email us at bill@leadergov.com