



*DEVELOPING TOMORROWS LEADERS TODAY*  
**LEADER DEVELOPMENT INSTITUTE**  
*SUCCESS SERIES SEMINARS™ CATALOG*



Fellow Professional,

Welcome to Leader Development Institute's Success Series Seminar catalog.

At Leader Development Institute (LDi™), we firmly believe in the need for quality, effective course development, and training for both the private and public sectors. LDi is dedicated to developing the leaders of tomorrow—at home, at work, across the nation, and around the world. Our goal is to identify the client's requirements and exceed them with the commitment—If we do not meet your needs, we don't deserve your business.

Each LDi trainer is well experienced not only in facilitating seminars but also employing those concepts. LDi trainers are chosen for their knowledge of the subject matter, business experience, training and communication skills, and, above all, their passion for what they do.

LDi clearly understands the importance of both government agencies and corporations in today's environment to be competitive and self-sustaining. You deserve the best and latest in information and teaching techniques to ensure you walk away from each workshop, seminar, or training session a better person and employee. Our goal today is to provide you with a curriculum that will train as well as educate. Recognizing that to *educate* is to increase one's intellectual awareness of a subject, whereas to *train*, is to make someone proficient at the execution of a given task. Acknowledging the limits of one and two-day seminars, LDi will integrate opportunities for the participant to practice and experience the desired learning skills to have improved awareness AND increased proficiency.

We apply principles of curriculum and training development, and identify a number of adult learning principles, to include a focus on "real world" problems; an emphasis on how the learning can be applied; a relationship between the learning and the participant's goals; and, an allowance for debate and the challenge of ideas. Recognizing adults are multi-sensory learners—visual, aural, and kinesthetic—LDi incorporates each of the three types of learning into the curriculum to ensure the greatest opportunity for all participants to learn in the mode they are most comfortable with.

LDi's vision and long-term goals are three-fold. First is our commitment to meeting our corporate and government clients' immediate and long-term training objectives through consulting and quality off-the-shelf and customized training programs. The second is to position ourselves as a national and international training company offering high-impact seminars to the public throughout North America and its major markets. The third is for LDi to be the contractor of choice for government and corporate outsourcing of entire training departments or programs and other areas needing full-time management and leadership.

We look forward to a long-term relationship with you. Feel free to contact me any time. My email is [tormeya@LDIworld.com](mailto:tormeya@LDIworld.com)

Respectfully,

A handwritten signature in cursive script that reads "Anthony Tormey". The signature is written in black ink and is positioned below the "Respectfully," text.

Anthony Tormey, President

# What's new from LDi?

## Paired Training

Look for these “sticky notes” throughout the catalog to build your organization’s employee development goals with “Paired Training” topics. Specifically aligned to enhance the learning experience supporting the values, goals, initiatives and success of your workforce.



Pair with:



New!

## 20+ New Topics!

In our ever-changing world, the needs of leadership and employees also change. Leader Development Institute is committed to keeping our training up to date as well. Look for this symbol to see our new topics!

## Many Updated Topics!

In addition to our new topics, we have updated many of our “Tried and True” Success Series Seminars. Look for the them throughout the catalog.



Updated



Leader Development  
Institute

## Certificate Programs

Going beyond the standard Success Series Seminar, the Certificate Programs encompass five to six days of in-depth, intensive, comprehensive and experiential training. Tailored to your needs, these are intended to equip your organization with the knowledge to be the best it can be. These can be found on pages 33 to 35.

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For our online catalog visit or  
[Full LDi Catalog - \(ldiworld.com\)](http://www.LDiworld.com)  
or scan the QR code below.



For more about LDi, visit  
[www.LDiworld.com](http://www.LDiworld.com)  
or scan the QR code below.



## Advanced Supervision and Leadership Skills

These Success Series Seminars are designed with seasoned leaders and supervisors in mind. The sessions will provide tips, tools and training that can be used starting on day one.

### Building the Extraordinary Leadership Team

How would you like to make dramatic progress towards becoming a more cohesive, high-performing Leadership Team? No matter where your organization is in the stages of team development, this dynamic two-day event is designed to bring your team to extraordinary levels. If you aspire to work together more effectively, consider the following:

- What could get accomplished if you were all willing and able to engage in constructive and passionate debate as a means to greater understanding of differing viewpoints?
- Are assumptions about the intentions of others interfering with clear and meaningful communication, especially controversial topics that are critical to team success?
- What if decisions could be made more easily and there was follow up to actions, without the issues resurfacing again and again?
- What would maximizing communication do for work effectiveness and your bottom line?



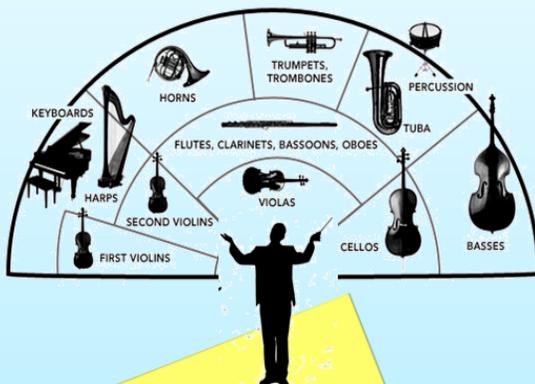
Pair with:  
Responsibility of  
Leadership in  
Diverse  
Organizations

**New!**

### Responsibility of Leadership in a Diverse Organization

Leaders, who understand the composition of their workforce, should start strategizing options for the workforce. Flex time, child care, telework, etc. How to recruit and retain the brightest employees who will make the greatest contributions to the organization. Supervisors should consider research that indicates how a broad cultural make-up of an organization can have an impact on overall mission success. Tools such as organizational climate assessments and surveys, with consistent and regular employee reviews can provide leaders great insight into the diverse ambitions and preferences of their workforce.

Leaders can promote respect for the wise sages of the workforce possessing a wealth of knowledge, as well as millennial and Gen-X employees, who bring new insights, current trends and pop culture, to the table. Employees with different backgrounds come to the table with different experiences. Different perspectives.



Pair with:  
Building the  
Extraordinary  
Leadership Team



### Breakthroughs in Neuroscience Techniques for the Seasoned Leader

This Leader Development Institute Success Series Seminar is specifically geared toward seasoned managers and supervisors.

An extremely unique and powerful one-day program where individuals learn the latest in neuroscience breakthroughs, developing advanced leadership skills and taking them to a higher level.

During this event the participant will discover four levels of leadership as they correlate to brain physiology and learn how to lead and operate from the most advanced part of the brain.

In this workshop, participants will learn how both positive and negative aspects of their teams and projects may be tied back to their own projections, affinities, and subconscious thoughts and behaviors. Participants will explore how to uncover their own hidden potential and remove barriers that otherwise prevent them from leading from their full potential.



### Thriving in the “C” Suite Executive Core Competencies



Where along the corporate ladder do you start to exchange some of your technical competencies for the often more complicated leadership competencies? Are you a change leader or simply waiting to see what happens? Do you bring vision and strategic thinking to the table? Or do you simply wait to be told what needs to be done? Today’s executives are no longer looked at simply for their “job” skills.

In this Success Series Seminar, the focus is to bring you to a higher level of thinking and leading, it is a mind-shift from what you’ve always done...to what you must do to stay in the game. How to rapidly adapt to changing conditions, new information, or unexpected obstacles. You will be able to develop new insights into situations and encourage new ideas and innovations all while managing your daily activities and navigating the operation of your organization to ensure it is accomplishing the mission.



## Effective Meeting & Facilitation Skills

Keeping Meetings on Time & on Target

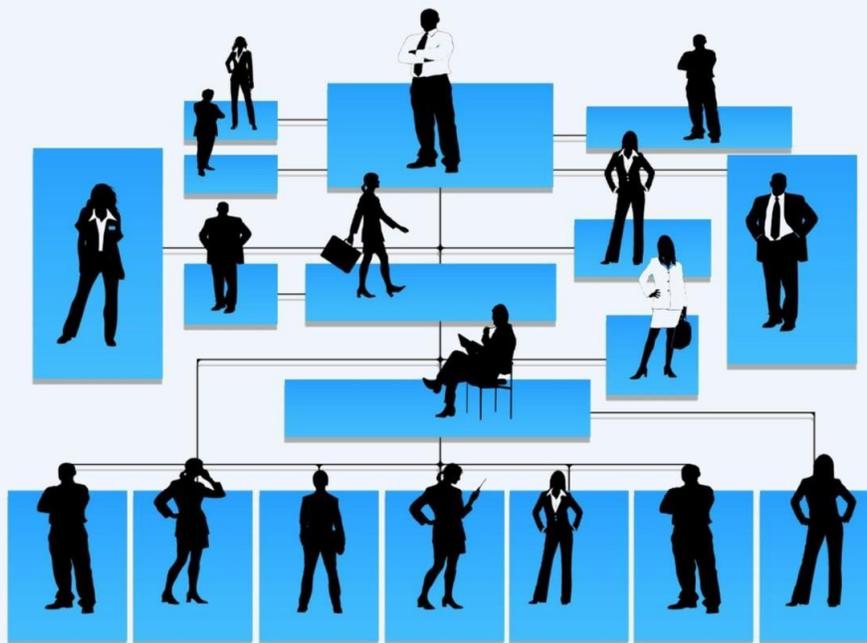
Effective facilitators and leaders know how to bring out the best in individual and team performance. Effective facilitators take charge of work sessions and lead groups toward successfully completing their work objectives. They act as a catalyst, coach, coordinator, referee and more.

In this workshop, participants learn to plan work sessions, create agendas, manage difficult sessions, encourage, 'out of the box', thinking to generate new ideas, reduce frustration, and produce results. Your meeting success will be determined by your facilitation skills.



Pair with:  
Communicate with  
Confidence and  
Clarity  
&  
Present with  
Power

From the "C" Suite to the break room, the most important asset to any organization is its' employees!



Train, educate and inspire them with a  
**Success Series Seminar!**

# SUPERVISION AND LEADERSHIP SKILLS

## Supervision and Leadership Skills

Designed for all levels of leadership, from the newest supervisor to the senior members of your leadership team, these Success Series Seminars provide the training that will add to mission accomplishment.

**Updated**

### Lead First – Manage Second

Your career success depends on LEADERSHIP, not management trends. Look, leading employees can be difficult, but trying managing people is like trying to herd cats. Each one has their own agenda. Each one thinks they know best. Trying to get everyone on the same page, working in the same direction 100% of the time has proven impossible for many. But not for LDi seminar participants. In fact, when we ask successful leaders how is it they are successful, they inevitably respond with, “Lead first and manage second”.

During this one-day event your trainer will address the five principles of extraordinary leadership, how to delegate and empower more effectively, share the ONE word you need to hold employees accountable, and so much more.

Lead First tears down the management myth and rebuilds your most valuable human resource into a dynamic proactive leader.



Pair with:  
Leader, Coach and  
Mentor

**Updated**



Pair with:  
Time Management:  
An Urban Legend

### Supervisor's Fast Start Setting the Stage for Success

Make the move into your new supervisor position smoother and more successful. Attend this one-day class to gain the skills and insights you need to lead with confidence and conviction.

New supervisors have distinctive challenges as they move from the mindset of doing the work to supervising others. During this important transition, knowing what to do, and what not to do, is an essential part of his or her supervisory development and success.

In this high-impact, interactive, instructor led training; new supervisors learn to succeed.

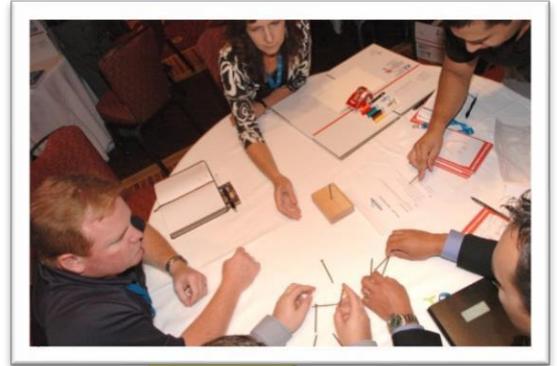


## **Building a High-Performance Work-Team**

Team building is an essential skill that is required in today's workforce to achieve optimal outcomes. Good teamwork is often a result of hardworking leaders striving to maximize the potential of all of their employees. Workplace challenges such as change, and conflict can really test the strength of the team. Leaders who fail to recognize these signs run the risk of disharmony and not meeting productivity. This one-day seminar will help professionals learn how to make decisions, solve problems and settle conflict.

Attendees will learn how to combat common stumbling blocks such as difficult team behaviors, what to do when conflict is imminent and how to help employees cope with change.

Additionally, participants will learn how to grow their own leadership skills, how to give effective feedback to team members and how to inspire workers to succeed. Attendees will leave this seminar with improved leadership skills, ready to turn their workplace into a more effective and productive organization.



## **Workplace Motivation Get Your Team Moving**

Have you ever met an unmotivated person? Do you consider yourself a good motivator? If you answered yes to either of those questions this seminar is for you!

Workplace Motivation is for all front-line and mid-level leaders as it will help you by emphasizing the importance of getting to know your team members better and creating a more positive work environment. Doing these things will result in increased motivation and productivity (wow), thus saving you time dealing with poor performance and negative attitudes (pow). Leading a team will become more fun and fulfilling as a result of attending this one-day seminar!

# SUPERVISION AND LEADERSHIP SKILLS

## The Hard Skills of Leadership

One of the greatest benefits of an LDi leadership course is the time we spend on understanding theories and how to apply them.

The Hard Skills of Leadership focuses exclusively on skills that will improve the manager's workday and the effectiveness of the team they supervise, with skills they can implement the next day after class.

No matter where a task comes from, managers will understand how to track it and accomplish it; no matter how much email arrives in their box, students will know what to do with it. Students will learn the basic tools to manage their teams and forums they can implement to drive real-time coordination and communication among team members without resorting to email or hours of meetings. No more meeting to prepare for meetings!



## Practical and Painless Performance Reviews



Performance management is one of the most time-consuming and dreaded tasks of a supervisor. While it's easy to deliver good news about employee performance, it can be challenging and uncomfortable to deliver messages about poor performance. In this workshop, learn how to master the art of delivering performance reviews by avoiding common errors and following best practices.

Typically seen as an administrative task accomplished once a year, successful supervisors make it part of a process that is done intermittently to prevent a large arduous task.

In this highly engaging workshop, participants will have the opportunity to practice delivering and implementing what they've learned so that when they leave the classroom, they will have both the cognitive knowledge and the experiential, hands-on practice of the skills to apply immediately back in the workplace.

## SUPERVISION AND LEADERSHIP SKILLS

**Updated**

### Leadership Goes to the Movies

Grab your popcorn; get cozy in your seat. Leader Development Institute is taking you to the movies. Learn about leadership from some of your favorite movies, TV shows and commercials. In this entertaining and informative workshop, you'll discover how to motivate and inspire others to peak performance. Aimed at helping managers cope with difficult situations and improve day-to-day performance. This Success Series Seminar uses the cinematic moments to facilitate the learning objectives.

Scenes from "Nixon – The Movie", "Gettysburg", "Invictus" and "Moneyball" are just a few to help managers sharpen their leadership skills, train their staffs to lead, think through key leadership issues and enliven their business presentations. After participating in this workshop don't be surprised if you are nominated for "Best Leader" Award.



Pair with:  
Any of our  
Leadership Topics  
For a Different Look  
at Leadership!

Best class / seminar I have been to in a very long time. Excellent in every regard. Wish all supervisors in our organization were required to attend. D.

**Back to Back Training Days = Savings.  
Call 1-888-474-8534 for your FREE Consultation!**



Pair with:  
Lead First  
Manage Second

### Leader, Coach and Mentor Excelling at Performance Management

Employee performance is based on results. Your ability to get others to achieve results as a leader, having excellent coaching and mentoring skills are crucial, not only to help employees be effective at their jobs but also to motivate and inspire them to excel and grow.

Learn what really 'drives' employees today and how to coach and mentor in a way that inspires and creates a positive work environment. In this highly interactive workshop, participants will learn tools and techniques to help them master coaching and then experience it hands-on in a safe and fun classroom environment.

## SUPERVISION AND LEADERSHIP SKILLS



### Conference for Front-line Supervisors

**NEW: Create your own Frontline Supervisors training!**  
**Choose four of the eight modules and we'll build your program for you!**

The Conference for Frontline Supervisors is a one- or two-day event designed by Leader Development Institute to help supervisors and managers develop essential supervisory and management skills. For experienced supervisors and managers, and even people just starting out in such positions, this is an opportunity to develop skills in leading employees to improved individual, team and organizational performance. The Conference is a collection of eight hard hitting modules that allow you to pick and choose what is important to the organization and the needs of your supervisors. Want to cover all eight modules? That too can be done. Each module is 1.5 hours long, four modules are presented in a day. Choose the modules you want, and we'll build the program for you.



- |  |  |
|--|--|
| Module 1 – Owning Your Career and Why It Matters                             | Module 5 – Time Management...An Urban Legend   |
| Module 2 – Making the Transition from Non-Supervising Employee to Supervisor | Module 6 – How to Engage and Influence Employees, Colleagues and Leaders             |
| Module 3 – Five Key Principles of the Successful Supervisors                 | Module 7 – Project Management for Supervisors  |
| Module 4 – Managing Up   | Module 8 - Prepare for Mission Success With Powerful Strategic Thinking And Planning |



**At Leader Development Institute, we know that one-size may not fit all needs.**

**Our Success Series Seminars can be tailored to your exact fit.**

**Call Today to ask how!**

**1-888-474-8534**

## TEAM BUILDING SKILLS

### Team Building Skills

A cohesive team is the key to any successful company or organization. With these Success Series Seminars, your team will learn what it takes to overcome the obstacles that can prevent that cohesion.

**New!**

#### Mindshift: Embracing Diversity

Mindshift's focus is on organizational behavior, recognizing cultural and individual values, unique qualities, talents and similarities. This seminar is about changing the way we look and think about diversity, moving away from typical legal policies and regulations or, "business case", and instead discussing how differences can work to enhance the organizations values, vision, and mission effectiveness. The overarching goal is, "Integrate diversity into our culture so that it is not a program, but conducted as a way of life." The practices of successful diversity "programs" are interwoven in an organization's culture. The distinction being that diversity is a value, not a program.

Diversity provides an opportunity to acknowledge a highly competent workforce with interdisciplinary and cross-cultural perspectives consistent with the organization's core values.



Pair with:  
Building a  
High-Performance  
Work Team



Pair with:  
Building an  
Extraordinary  
Leadership Team

#### Partnering for Success

At the core of every successful organization is a team - a team whose members understands and trusts each other. To help build that core is LDI's Partnering for Success, a one-day, experiential, high impact program that is designed to raise the individual awareness that an organization is a "Team of Teams" not only improving the relationship of current work groups, but eliminating barriers between offices, departments, customers and suppliers - all are there for the same reason - to accomplish the mission!

Partnering for Success is designed to promote and develop a wide range of critical team-building principles necessary for success.

## TEAM BUILDING SKILLS

### Team Building to Overcome Burnout in a Do-More-With-Less-Environment

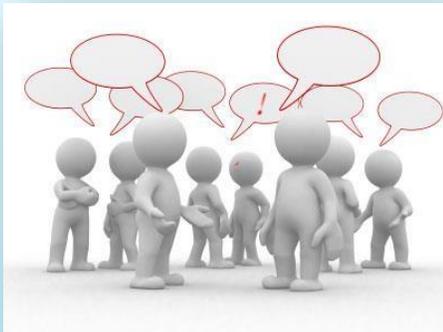
Employees are under more stress than ever before. With organizations making rapid and significant changes, downsizing, and requesting employees to do more work in less time, stress is at an all-time high. With everyone under more stress, burn out and higher levels of tension among staff are common place.

In this workshop, you will focus on reducing stress and burnout by improving relationships with your co-workers and working as a team. Through interactive discussions and hands-on exercises, you will explore personality style differences, generational differences, and how individual conflict styles affect the way you communicate with others.



Pair with:  
From Conflict to  
Cooperation

**Reduced Stress = Improved Productivity**  
**Call 1-888-474-8534 for your FREE Consultation!**



Pair with:  
Working With You  
Is Killing Me -  
Dealing With  
Difficult People

### Human Interaction Workshop

How you interact with others is crucial, whether it is a face-to-face, group, or virtual interaction, it must be effective. Participants attending this session will examine and analyze their approach and effectiveness in these interactions. This workshop offers theory and practice, combined with knowledge, that generates an enhanced skill set when interacting one-on-one or in groups. Perception is reality; like it or not, you are being judged. Learn how others perceive you while engaging in an opportunity to enhance the effectiveness of your interaction.

This course will change the way you see yourself through increased self-awareness, shifts in the way you think about your interaction versus others, and move from being reactive to proactive.

You will leave this workshop profoundly changed!

## Communication

Effective communication only takes place when a message is received in the way in which the sender meant for it to be understood. Every person in your organization must be able to do this effectively. Learn how with these Success Series Seminars.

**Updated**

### Communicate with Confidence and Clarity

#### Offering Multiple Options for Training

You've proven your competence and your value. So why aren't you getting your point across? Look around you. The true leaders in your organization are the people who share a particular skill: the ability to communicate effectively. Regardless of upbringing, education, and talent. Extraordinary leaders share the same quality: superior communication skills. Through observation, trial and error, or schooling from mentors, extraordinary leaders have mastered the art of "connecting" with people in ways that almost always yield positive results.



**Pair with:**  
Any of the  
Supervision Topics  
&  
Present with  
Power

Choose the one-day or two-day option to meet your needs. Each one-day portion can stand alone, but for the maximum impact, choose both days! They may be back-to-back or several days apart to meet your scheduling needs. Either way, you will gain communication skills that will impact you the rest of your life. Both at work and at home.



**Pair with:**  
Communicate with  
Confidence and  
Clarity  
&  
Effective Meeting &  
Facilitation Skills

### Present with Power

**Updated**

Have you ever watched someone walk into a room and command a presence? You wondered, 'How do they do that?' In this Success Series Seminar one day workshop, learn the secret to commanding a presence in a room whether you are speaking to 3 people or 300.

Learn the nuts and bolts that can apply to every speaking situation. In this training you will learn all the "Best Practices" employed by professional speakers around the globe. Also learn the one thing you never want to do. More importantly, discover how to bring a level of confidence and polish to your presentation that you only ever dreamed of.

From the board room to the work room, learn to "capture" and keep your audience engaged for the most value-added meeting they have ever attended!

This training is for all levels of expertise.

## COMMUNICATION

### Writing it Right Skills For Effective Business Writing

U

"This comprehensive one or two-day workshop delivers solid tools and techniques that will help you add clarity and power to all of your written documents. You will learn dozens of proven tips, techniques and shortcuts that will help you approach your writing projects with confidence. Ensuring that the message you send is the one your readers will receive.

Choose the One-Day training option for the Basics of Business Writing. Choose the Two-Day training option for a more comprehensive, "hands on" approach to all of your business writing needs with exercises to enhance the tools and techniques of day one."



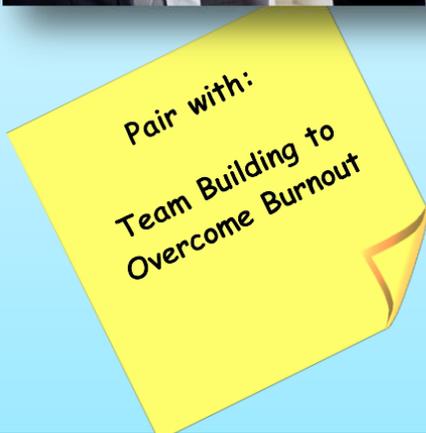
After this workshop, L. from Philadelphia said "I'll write better emails and memos; more clear and brief; effective."



### From Conflict to Cooperation Communicating With Diplomacy

Most people do exactly the **WRONG** things in many situations when dealing with conflict. In this Success Series Seminar, you will understand the forces that generate conflict - and learn the **RIGHT** things to do about it.

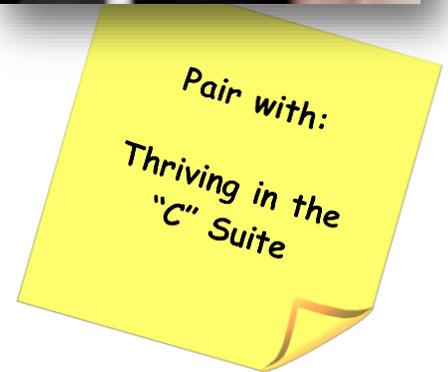
If you haven't an idea about how to handle confrontations, and would like to clear up your situation effectively, this seminar will help you. If you already have well-developed interpersonal skills, this seminar will make you better. You may be dealing with confrontation at home, at work or in your neighborhood or community. Extraordinary leaders see conflict and confrontation as an opportunity for growth – a way to see something from a different perspective. Whatever your situation, this seminar will help you.





## Expanding Your Influence Understanding the Psychology of Persuasion

Ever had trouble persuading someone to do something, even if it was in their best interest? Why is it some people can get others to do something with ease, while for others it seems like it's an uphill battle? Sometimes people don't seem to want to budge, having the power to persuade and influence others in a positive, ethical, non-confrontational manner is a priceless skill. **"Expanding Your Influence"**, will provide the skills and knowledge needed to influence others when you're at the "pivot point" between influence and directing simply by applying scientifically confirmed methods.



You'll master simple, yet incredibly effective, techniques for getting others "do what you want them to do". Packed with practical how-to's, real-life techniques and step-by-step strategies, this program offers invaluable methods for persuading, negotiating and gaining favor with clients, colleagues, friends and family. Whether you're asking for a raise, closing a critical deal, or selling colleagues on a proposal, you'll be amazed by your newfound persuasive power.

## Understanding Generations Yours and Mine



Most experts identify four main generational groups that are in the workplace. Traditionalists, Baby Boomers, Generation-X and Millennials. But are you aware some say there are six! — and each come with its own style of communicating, values and attitudes.

The generational differences concept has little empirical data...it is sociology. It might be good to combine stereotypes of the generations, examples of real-life situations and examples of successes. First, it takes understanding the possible differences, then being able to embrace those differences for the value they each can add to the workplace, even to the extent of matching the career goals and talents of the different generations to specific work projects and positions.

Examine ideas for how to approach this aspect of diversity: how can generational differences be leveraged to benefit organizations, and how can conflicts be diffused?



## Working with You is Killing Me! Dealing with Difficult People

At some point in your career you will work with someone you find to be difficult. When we were in school, we each had a teacher whose class we hated to attend. We even have family members we don't get along with, so why wouldn't we work with someone we find difficult? IT'S INEVITABLE.

Fear not! It doesn't have to be a death sentence. This LDi Success Series Seminar will show you how to work effectively – EVEN WITH THOSE YOU DON'T LIKE.

“Yea, but, you don't understand who I work with.” You're right. However, just as we were able to go to school with the class bully, the tattletale, and the teacher's pet, LDi can show you strategies for working with the most annoying people in your office... NOT YOU, OF COURSE ☺

**IT'S EASY TO WORK WITH SOMEONE YOU ENJOY,  
BUT HOW DO YOU WORK WITH SOMEONE YOU  
DON'T EVEN LIKE?**



After this workshop, J. from Morgantown said, "I'll use this in working with my team, as well as friends and family".



*Stress and Time Management go hand in hand.  
Leader Development Institute can help with both!  
Call today 1-888-474-8534*

### General Employee Development

Leader Development Institute's "General Employee" Success Series Seminars are for everyone. From administrative professionals to top level supervisors, from ethics to passion, from Microsoft Office to OSHA Certifications, each topic will add value to the entire workforce.

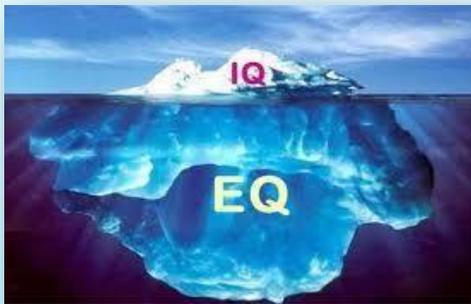
**New!**

#### Working with Passion and Purpose

Do you wake up in the morning and as soon as you walk through the door at work you are already looking at the clock? Not happy at your job? Feeling unrecognized, unappreciated and underpaid? As easy as it is to point the finger, what you do is up to you.

Maybe the work isn't what it used to be, maybe you do have an ineffective supervisor or difficult co-workers. Have you lost that drive? Just entering the workforce or nearing retirement, having passion and purpose in what you do – on the job and off – is always within your grasp. Your potential is greater than you think.

As an employer, imagine mission success when you have a workforce where everyone enjoys what they do. Where everyone knows where and how THEY are connected – no matter where they are in the process – to the organizations mission.



#### RAISE YOUR EQ

You needed IQ to succeed in school...but you need emotional intelligence or EQ to succeed in life.

If you look at the most successful people on the planet, it's their EQ that helps them to rise to the top. There are many people with the same IQ as Oprah Winfrey and Bill Gates but it's their EQ that separates Bill and Oprah from others.

The good news is that while your IQ remains pretty constant throughout your life, you may improve your EQ substantially. EQ is measured in 5 major areas.

- How to identify the root cause of your feelings, de-escalate your emotions and prevent them from interfering with your day
- What subtle body language and tone can unknowingly cause conflict with others
- Methods for beating procrastination
- How to reframe your thoughts and feelings about the 'hard' tasks
- Gracefully exit when your feelings are out of control



## Ethics in the Workplace

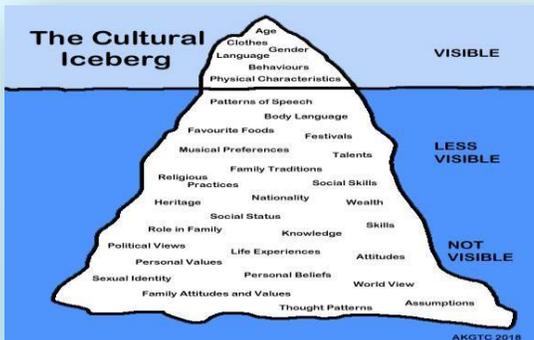
Employees often grapple with the questions “is this ethical, is that ethical, is this an unethical business practice”? LDi has developed a one-day workshop that provides a foundation for answering those questions.

Making ethical decisions not only impacts us as individuals, those decisions also have an impact on our teams and organizations. Right or wrong has become somewhat indiscernible – this session will increase your ethical awareness and provide a structure for gauging your moral compass.



During this LDi Success Series Seminar participants will explore issues of ethics in their day-to-day life, especially the challenges encountered in the workplace. We will look at personal values and their relationship to organizations and core values; the practical implications of ethical decisions; and conflicts that arise between personal interest and moral imperatives.

When asked “How will you use what you learned?” T. from OKC said “Applying my knowledge to my work environment to better myself.”



## Working Powerfully in a Multi-Cultural Organization

**Maximize your potential through diversity and inclusion.** Having cultural awareness will provide rewards and opportunities necessary to increase employee synergy, effectiveness and success.

Recognizing the uniqueness, contributions, and the differences of others will strengthen your ability to communicate, work on teams, build relationships and increase your own success. During this LDi Success Series Seminar, you’ll gain insight into ways in which cultural diversity (differences) strengthens organizations. In addition, cultural awareness training builds cohesiveness, confidence, and engages employees to look at themselves and determine if there are “self-imposed” impediments preventing them from fully embracing all those they work with.



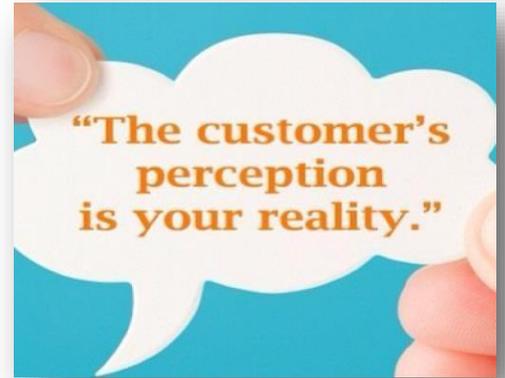


## WOW! Customer Service That Makes Them Smile Treating EVERYONE As Your Customer

Whether you realize it or not, each and every one of us serves customers. Maybe you're on the front line of an organization, serving the people who buy/use your products or services.

Perhaps you're a member of your organizations internal support team serving the employees by producing their paychecks and keeping the company running. Or maybe you're a company owner or executive, serving your staff and your customers.

Regardless of your position, customer service is not about what you think will satisfy the customer; rather, it's about considering the customer by first understanding what will satisfy them - and then exceeding those expectations. Lazy customer service providers never figure this out and their customers consider the competitor first. This one-day seminar will equip you with the necessary skills to ensure you are always considering your customers first!



When asked "How will you use what you learned?" D. from Atlanta said: "I will go back to my team to discuss and present content to leadership."

## Working Through Change, Burnout & Negativity



Do you feel overwhelmed with the changes your organization is implementing? Do you or your team struggle with fear of change, negativity, and high stress? Combine any of these and your projects will suffer while you and/or your team ultimately loses productivity.

In this workshop, you will learn how to manage change fluidly while getting buy-in and support from those around you. You will also learn techniques for implementing innovative strategies to increase your resilience and stay aligned with company-wide initiatives without impacting your project deadlines and budgets.

This high-impact, interactive LDi Success Series Seminar will give you hands-on tools and techniques that you can apply immediately following the workshop.

Pair with:  
Restore Harmony  
and Reduce Stress



### Live Your Life “On Fire”

The Live Your Life “On Fire” Seminar is for individuals who desire to live “large”, both on the job and in their personal lives. Change (taking chances) can be challenging, but it will ultimately bring much greater satisfaction when one takes on a demanding or new challenge.

This is an exceptional one-day workshop to help attendees reach for those extraordinary results that maximize their potential professionally and personally.



### Tapping into Passion and Creativity for Personal and Professional Success



Have you ever had one of those “aha moments” sitting at your desk, driving, or even in the middle of a deep sleep? If so you’ve tapped into the riches of your creative mind. “Tapping into Passion and Creativity” is a valuable LDi Success Series Seminar designed to connect with the unbridled smarts of the right side of your brain – the creative mother lode.

Companies today encourage innovation, but this often hinders the professional who already has too much on their plate, very tight deadlines and limited budgets. Who has time to be innovative?

With targeted activities designed to access innovative thought, this session will ignite the spirit and inner fire of you, your coworkers and your staff. Participants will leave with a toolkit for how to access right minded thinking back at work. They can also expect clarity, mental refreshment, insight and productive fun.

### Success - It’s Everything You Think It Is

This Leader Development Institute Success Series Seminar is most beneficial to employees and individuals who aspire to do better at their jobs, have more gratifying relationships, or simply want to accomplish more and leave a legacy.



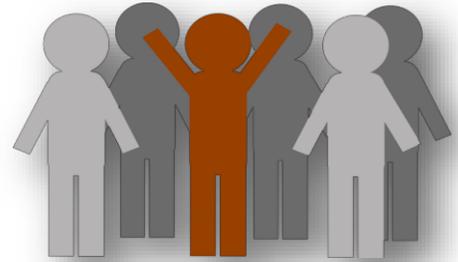
Retired Air Force Colonel and Ex-POW, Ed Hubbard states in his book, “Escape from the Box”, “Human potential is nothing more than a state of mind, and that potential is controlled by two things ...”. You will learn what those two things are. And more importantly, you will learn how to put them, and a number of other principles and techniques to use, so as to be extraordinarily successful at work, at home, and in your professional and your personal life.



## How to STAND OUT, Get Ahead and Get Noticed

HELP! I want to advance my career!

Getting that promotion or dream job is not an easy task. But *"How to STAND OUT, Get Ahead and Get Noticed"*, will empower you with proven strategies to guide and equip you for the challenges ahead. Whether your young and just starting out in a job, building a career, or have been working for 20 plus years, the job you get will determine the life you live!



During this LDi seminar you will be given tools and learn techniques which help you to successfully handle: finding a job and building a career, battle unwanted stereotypes, navigate office politics, build professional relationships, working with people you don't like, and master your work environment. You will gain insight and learn about real-world experiences that can mean the difference between being noticed or being ignored. No matter where you are in your career this is the seminar to attend. Not just a bunch of, "touchy, feely" stuff, but actual tools and information you can use to advance your career - TODAY!



### Your Time Is Now!



We tend to live such fast-paced lives that we hardly ever seem to have time to stop and catch our breath. We also seem fixated on the past or the future. Though going fast, the past and the future are all important, all we have right now is this moment, the present: Your Time is Now! This seminar is for you, all of us, and attending will provide you information to apply to your personal and professional life right now to ensure you are living every day to its fullest, which in turn will set you up for success into the future. The time to attend or bring this inwardly focused seminar to your conference or organization is now!

#### WHAT YOU WILL COVER



Mirror Moments: Who am I, and what is my mission statement?



Puzzle Pieces: Where do I fit in, and when do I act?



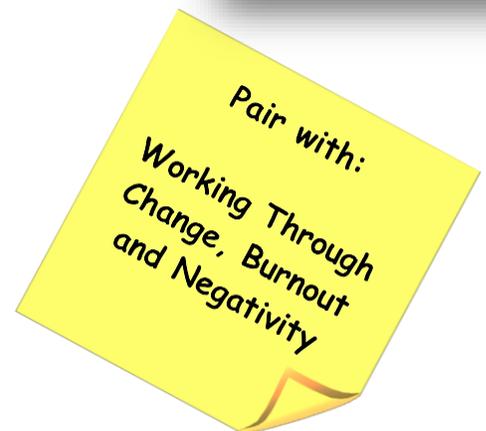
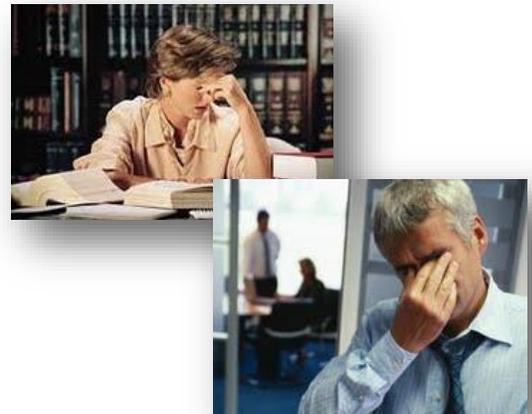
Crystal Clear: Why do it, and how to achieve it?



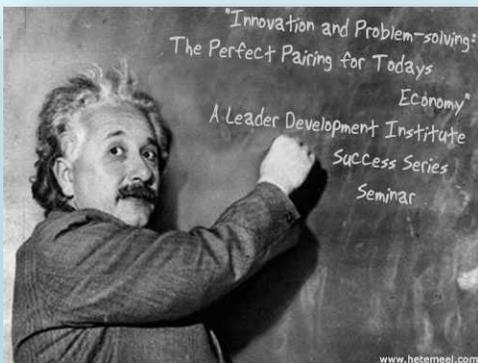
## Restore Harmony and Reduce Stress When Life Gets Crazy

Stress...the Silent Killer, can destroy the people we often times refer to as our "Human Resources". All of us, whether at our work or in our personal lives, are under stress to produce, abide by rules, and exist compatibly both on and off the job. Learn to deal with the stresses in our lives so as to be healthier and more effective. The demands on our time today are some of the highest they have ever been – work (bosses, co-workers, customers), family (spouses, children, aging parents), society (news, social media), and more.

Although the boundary between workplace and personal stress can be difficult to pinpoint, workplace stress can aggravate personal stress and vice versa. Caring about and taking steps to improve you and/or your employees' overall well-being can help "Restore Harmony and Reduce Stress When Life Gets Crazy".



This class was truly excellent. I will take a host of information not only back to my organization, but I will apply it to my family life. L.



## Innovative Problem Solving The Perfect Pairing for Today's Economy

Learn the secrets of how successful organizations are outscoring their competition. Continue practicing traditional thinking styles and be ready for a roller coaster ride! Think outside the box and exceed past years' profits. A key to remaining resilient in today's world is to utilize skill sets and techniques with your teams that identify problems, resolve issues and improve processes. Learn proven problem-solving methods, to re-engineer inefficient processes along with decision making tools, and you have the recipe for success!



### Time Management: An Urban Legend

Time management is an urban legend, a wife's tale – it doesn't exist. Or, does it?

Is it possible to get more done in less time? Can one manage time? Can you take the spare time you had five years ago, put it in a bottle and save it until the next time your hair is on fire? Of course not!

Learn instead how to manage your activities and how to respond to the events around you. Establish priorities. Set and achieve your goals. Take proactive control of your time. Overcome time wasters and procrastination. Regardless of your position at your company or organization, learn to get more done in less time and increase your chance of success in every area of your life. Following the advice in this course will help increase your productivity and assist you in achieving your goals and dreams!



I was just sharing some of your tips this morning...I've been carrying around the workbook. Very enjoyable and jam-packed with info. Thanks for the experience. R.



### Practical "Hands On" Project Management



This one or two-day seminar is designed to get you up to speed fast on the latest, most effective tools, techniques and strategies necessary for today's program and project managers. The flow of information today is creating more projects and programs and increasing them in size and complexity every day. Those who manage their projects and programs more efficiently and effectively will be recognized as leaders within their organizations and the organizations within their industry. Participants will have a thorough understanding of the tools and techniques necessary to bring a project in on time, on budget and at the desired level of performance. Learn the phases of effective project management and how to plan so as to be more efficient. Learn how to use the same powerful tools top researchers, scientists and corporate managers use to plan and manage projects and processes - PERT, GANTT and CPM to name a few.



## Choose Training Tailored for the Administrative Professional



### Conference for Administrative Professionals

Updated

**NEW:** Create your own Administrative Professional training!  
Choose four of the eight modules and we'll build your program for you!

Conference for Administrative Professionals is dedicated to the success of anyone who wishes to go from Good to Extraordinary in their position as: Administrative Assistants, Office Managers, Executive Assistants, Secretaries, Receptionists, Front Desk Professionals and more.

Choose the 4 modules that meet your need to be an Extraordinary Administrative Professional!

- Module 1 – Owning Your Career And Why It Matters
- Module 2 – Assertiveness Skills-Getting What You Need
- Module 3 – Communicating Like a Pro-Speak it, Write it!
- Module 4 – Leading Yourself and Others

- Module 5 – Becoming a Progressive Professional
- Module 6 – How to Engage and Influence
- Module 7 – Project Management for Administrative Professionals
- Module 8 – Plain Writing Made Simple



### Leadership Skills for Administrative Professionals

Administrative Professionals are crucial, yet sometimes overlooked contributors to the success of an organization. This empowering course develops key leadership skills and attitudes that inspire growth and unleash potential. Developed specifically for advanced professionals, your administrative staff will never again consider themselves “just assistants.”

#### Learn the...

- Techniques for being a powerful, positive influence
- Strategies for turning hopes into concrete accomplishments
- Diplomatic ways to delegate and train others
- Tools for giving quality feedback to peers and the boss
- Tips for keeping confidential information safe

## SPECIALTY TOPICS

### The Indispensable Administrative Professional

More and more, administrative professionals are being given managerial duties and responsibilities. Keeping the boss or office organized, on time, and on track is often a challenge. By the end of this program, participants will understand (in addition to good technical skills) what it takes to be a first-rate administrative professional. Often times you are called upon to communicate, plan, organize, negotiate and participate in the decision-making process for your boss or office.



This course is especially designed for administrative professionals to master techniques for goal setting, prioritizing, planning, decision-making, relationship building and listening. The Indispensable Administrative Assistant – keeping those around you organized, on time, and on track, is the ideal program for those needing to improve their administrative professional skills or for those looking for that extra business edge. When it comes to being a vital part of the office team, you'll have the skills for the job.

#### Come away with...

- Understanding the barriers to listening and how to overcome them
- Applying techniques for dealing with angry, upset or difficult people
- Learning how to anticipate your boss's needs
- Gaining the respect of your boss and be taken seriously
- Getting what you need from others to accomplish your job and achieve your boss's goals
- Confidently representing your boss and your organization
- Effectively using time and getting more things done in a day



#### Train the Trainer



If you've been placed in the position to be a trainer, or you aspire to be one, "Train the Trainer" provides the practical platform skills and confidence you need to thrive and succeed.

This interactive training program is written, designed and delivered by professional trainers who are passionate about what they do and are committed to providing recognized qualifications that will help advance your career and make you stand out from the crowd! This powerful seminar puts the latest trends and techniques at your fingertips. Whether you have been training for a while or have never stepped onto a platform, this workshop will show you how to become a facilitator of learning, not just a presenter. You will build confidence, engage your audience from the beginning and leave your trainees praising your training abilities.

## SPECIALTY TOPICS

**Updated**

### **Woman to Woman Be Yourself and Still Succeed**

This workshop was designed by women for women. The workshop focuses on providing tools, tips, and proven strategies that are guaranteed to make you a more empowered woman.

This workshop allows you to learn from the developer(s) of the workshop; in addition, sharing stories, ideas, and life experiences of other women only enriches your experience and provides inspiration, motivation, and empowerment!

The workshop provides a unique opportunity to meet, mingle, and network with a very diverse group of women who will inspire you beyond imagination. Their compassion, experiences, accomplishments, and strengths propel other women to – go beyond where they thought they could go! Bring your business cards and let's start growing.



**Personal Growth = Professional Success**  
**Call 1-888-474-8534 for your FREE Consultation!**



### **Keeping Everyone Safe and Secure** **De-escalate - Disengage – Defend**

**New!**

Prevent workplace violence, handle emergencies and be prepared for any situation. Learn simple, effective ways to protect yourself, your co-workers, and as an employer...your employees.

This interactive program focuses on enabling individuals to rapidly identify early signs of potentially aggressive or threatening behavior and provide strategies to respond to these situations appropriately and safely.

Being prepared does not mean being paranoid. Learn practical measures to recognize and respond to aggressive behavior in the workplace.

**Pair with:  
Any and All Other  
Topics**

**Safety is a must  
for Leadership  
and Employees!**

## SPECIALTY TOPICS

### OSHA TRAINING 10 or 30 Hour Certifications (2-day and 4-day Courses)

**Job Safety  
and Health**  
**It's the law!**



*OSHA has issued a new policy that limits all OSHA Outreach Training (classroom and online) to a maximum of 7.5 hours training per day in all OSHA 10-Hour courses. As a result, all 30-Hour courses must be delivered over a minimum of 4 days.*



Who's responsible for safety in your organization? The right answer is everyone. Each year, more and more employers train their workers with the OSHA 10-hour General Industry and Construction Standards Outreach Training. This 10-hour course is intended to provide instruction on a variety of general safety and health standards. Employers and employees alike will benefit greatly from information provided in this program. Ideal for newly hired employees to ensure that they are given a broad overview of the role that OSHA plays in the workplace as well as their own personal roles and responsibilities regarding safety. Each student who successfully completes the program will receive a completion card issued by the U.S. Department of Labor with no expiration date.

- *Participants of both courses will receive a participant's manual which also serves as an excellent field guide for future reference*
- *All courses are led by authorized OSHA trainers*
  - *29CFR1910 General Industry Standards or 29CFR1926*
  - *Construction Standards & Materials Furnished*



Assure the safety and health of your workers by providing training that will encourage continual improvement in workplace safety and health. This OSHA 30-hour General Industry and Construction Standards Outreach Training course is a comprehensive safety program designed to address the most commonly dealt with topics found in 29CFR1910 General Industry Standards or 29CFR1926 Construction Standards. The program provides complete information on OSHA compliance issues and establishes a foundation for the company safety program. Employers and employees alike will benefit greatly from information provided in this program. Ideal for newly hired employees to ensure that they are given a broad overview of the role that OSHA plays in the workplace as well as their own personal roles and responsibilities regarding safety. Each student who successfully completes the program will receive a completion card issued by the U.S. Department of Labor with no expiration date.

## SPECIALTY TOPICS

### MAKING MICROSOFT® OFFICE WORK FOR YOU

*Leader Development Institute is aware of the ever-changing need for up to date applications training. With these “heads up” training session, you can learn how to navigate through the ribbons and menus, to get the exact result you are looking for. Our trainers will show you time saving shortcuts and no fail solutions, to assist you and your team, in preparing up to date reports, documents, presentations and databases.*



#### WORD

Yes, you can make your text look EXACTLY like you want in Word. You'll start with tricks to quickly select just the text you want to change. You'll learn how to master tricky formatting issues, such as indents, line spacing, and tabs. From there, you'll move on to more advanced techniques that the professionals use, such as pull-quotes, drop caps and more! Finally, you'll learn how to bring your documents to life, with Word's new stunning 3-D, shadowed and textured graphics and graphics tools. (1-day Course can be expanded to include Advanced Word)



#### EXCEL

Excel Essentials -*In this session, you will learn how to easily navigate Excel's confusing ribbons and tabs. You'll learn the 2 best-kept secrets to execute any command in Excel quicker than you ever knew you could. We'll show you how to make changes to cells, ranges, and sheets instantly as well as many other Excel essentials!* (1-day Course can be expanded to include Advanced Excel)



#### POWERPOINT

In a hurry? In this one-day Success Series Seminar learn 3 ways you can create a presentation quickly. We'll address printing basics and then show you how to create customized handouts that work for your audience every time! You'll learn the easiest step-by-step method for building your presentation from scratch. PowerPoint has many dynamic elements you can add to any presentation. In this session, we'll focus on the best ones to enhance your message – while still maintaining a professional image. We'll wrap up with the end result.



#### ACCESS

Learn how to build a solid, secure & scalable database from start to finish with Microsoft Access and hit the ground running! Even if you've just started with Access, this workshop will bring you up to speed faster than you ever thought possible ... without the frustration and mistakes! Even if you've been using Access, but you know you've only scratched the surface of its powerful possibilities. (1-day Course can be expanded to include Advanced Access)

## SPECIALTY TOPICS



### MICROSOFT® SHAREPOINT (1-day Course)



#### WHAT IS IT?

SharePoint is a powerful content management system designed by Microsoft. It allows groups to set up a secure place to store, organize, share, and access information from almost any device. Documents can be stored, downloaded and edited, then uploaded for continued sharing.

#### WHAT YOU WILL COVER:

- Learn to navigate a SharePoint Team Site.
- Learn what SharePoint lists are and how to create them.
- Know when and why you should use SharePoint site templates and when you should not.
- Access, create, save, and manage document versions and synchronize data with Microsoft Office applications such as Excel and Access.
- Create SharePoint libraries that organize your data logically.
- Create SharePoint pages and dashboards to deliver reports
- Understand SharePoint list and library views.
- Successfully add sub sites using various SharePoint templates.
- Generate and edit Web page content easily with SharePoint.
- Design InfoPath forms mapped to SharePoint lists and libraries to collect information.
- Learn to create Site columns and content types.
- Manage basic permissions of SharePoint resources to secure your data.



### MICROSOFT® PROJECT (3-day Course)



#### Managing Projects with Microsoft Project

In today's business environment, managing projects effectively has become a key success strategy. The ability to manage projects is one of the most vital business tools you can have in your arsenal.

More people than ever are turning to Microsoft® Project to help them keep projects of all sizes on time, on track and on budget. Whether you're managing people, time or tasks, put the versatility of Microsoft Project to work for you today.

#### IN THIS 3-DAY TRAINING, YOU WILL LEARN:

- The essentials of project management
- Planning the project
- Creating and managing deadlines, constraints and task calendars
- Assigning resources—people, equipment and materials
- Tracking and managing your project
- Views and reports
- Integrating Project with other Office applications
- Working with multiple projects

## LDi CERTIFICATE PROGRAMS

### **THE LEADERSHIP JOURNEY (FOR HIGH POTENTIAL SUPERVISORS AND MANAGERS)**

The Leadership Journey (TLJ) is a 6-month competency-based Leadership Development Program that provides training and developmental experiences for high-potential and experienced supervisors and managers. The program theme is focused around Executive Core Qualifications (ECQs) with a focus on leading change, people, mission success and building partnerships. The program objective is to equip leaders with the information, tools and experience, and prepare them to serve at senior levels of the organization.



#### **OVERVIEW**

#### **Are You the Leader Others WANT to Follow?**

The TLJ curriculum consists of 6 one-day in-person, instructor led training sessions conducted over a period of 6 months. Program components include individual development, experiential learning, assessments and a team project. Participants work on a team project during the course of the program. Teams work together during and between training sessions using the action learning process to identify and address real world problems and to produce results that have direct impact.

This program is for employees that are interested in leadership at senior levels of the organization. Learn how to lead change, connect with peers across the organization and the industry, build a portfolio of accomplishments tied to Executive Core Qualifications, and tackle real world problems using action-based learning and action-based leadership.

1. Leading Change	2. Leading People	3. Mission Success	4. Partnerships	5. Business Acumen
<p><b>Day One – Program Orientation</b></p> <ul style="list-style-type: none"> <li>• Getting serious about your career</li> <li>• Your time is now – Get on board</li> <li>• The conversation of the mind = success...or failure</li> <li>• Introduction to the MyPAC</li> </ul> <p><b>Day Two - Developing Your Leadership Team</b></p> <ul style="list-style-type: none"> <li>• Build and lead a diverse and inclusive organization</li> <li>• Respond to conflict in the organization</li> <li>• Set the stage for success</li> <li>• Inspire extraordinary Success</li> </ul> <p><b>Day Three – Leading Change-Working Fearlessly</b></p> <ul style="list-style-type: none"> <li>• Build a high-risk culture for extraordinary results</li> <li>• High risk comes with failure - learn to cope with loss</li> <li>• Values. Autonomy and ethics in a high-risk culture</li> <li>• Why “Taking care of employees”, is counterproductive</li> </ul>			<p><b>Day Four – Mission Success–Strategic Thinking</b></p> <ul style="list-style-type: none"> <li>• How to develop a strategic thinking mindset</li> <li>• The importance of strategic agility</li> <li>• A 4 phased/11 step strategic planning model</li> <li>• How to implement a “Bottoms Up” approach to strategic planning</li> </ul> <p><b>Day Five – Business-Data Analysis Fundamentals</b></p> <ul style="list-style-type: none"> <li>• Good data, messy data and CRAP-sifting through it all</li> <li>• What is BIG data?</li> <li>• Discovering your data – Four key questions to ask</li> <li>• Understanding the four main types of data analytics</li> </ul> <p><b>Day Six – Building Coalitions-Expanding Your Influence</b></p> <ul style="list-style-type: none"> <li>• Understand the Psychology of Persuasion</li> <li>• It’s not the “Art &amp; Science” of being right. It’s the “Art &amp; Science” of getting what you want</li> <li>• How best to prepare to influence using the Pre-Persuasion Checklist</li> </ul>	

## LDi CERTIFICATE PROGRAMS

### **SUPERVISOR'S SURVIVAL SCHOOL - MANAGING FOR RESULTS (FOR FRONT-LINE SUPERVISORS / SUPERVISOR CANDIDATES)**

Whether you have employees who are supervising for the first time, are taking on a new supervisory role in a new group or a new department, or just have not had an opportunity to be trained, this certificate program offers a comprehensive presentation of the vital aspects of supervision with a focus on practical advice about how to handle real-life, on-the-job situations. In this program, Leader Development Institute has recognized the ever-changing social and work environment and has updated the curriculum with current trends and situations and the latest professional concepts of supervisory practice. The curriculum is arranged with an emphasis on inquiry learning, which presents the key concepts in a clear and concise manner. A wide variety of exercises, applications, and margin notes in our workbooks help to further the learning process.

#### **OVERVIEW**

#### **Are You Ready to Supervise?**

Supervisors have a unique opportunity to directly influence and inspire the employees who work for them. Developing supervisory skills needed to effectively hire and develop others, monitor performance, manage conflict, and make decisions is critical to your success.

This certificate program is designed for supervisors and managers who are responsible for meeting the needs and maximizing the performance of others in the following core competencies:

#### **Day One - From Co-worker to Supervisor**

- Introduction to Supervision: Role & Function of a Supervisor
- Your Personal Style
- Entrepreneurship: Owning your career
- Technical Credibility
- Partnering and Political Savvy
- Managing Up

#### **Day Two - Performance Management and Developing Others**

- Interviewing and hiring right the first time
- Motivating Employees
- Coaching, mentoring and giving feedback
- Defining and delegating work to others



#### **Day Three - Communication Skills for Supervisors**

- Communicate with Confidence and Clarity
- Influence and Persuasion
- Managing conflict and disagreements
- Customer Service

#### **Day Four - Decision Making & Problem Solving**

- External and Situational Awareness
- Flexibility and Resilience
- Strategic Thinking
- Vision

#### **Day Five - The Deep Dive – Pick One**

- Leveraging Diversity: Managing a Diverse Workforce
- Professional Presentation Skills
- Practical Project Management
- Partnering for Success
- Writing it Right
- The MyPAC™

## LDi CERTIFICATE PROGRAMS

### LEADERSHIP FOR LIFE - AN LDi LEADERSHIP LAB (5-day Total Immersion Program\*)



#### THE CONCEPT

Leadership for Life is designed as an “immersion” program for individuals and leaders wishing to make a significant impact within their organizations and/or industry. Structured as an in-residence program, the “Lab” is held at an off-site location with lodging and conference facilities.

Participants are formed into teams and are involved in leadership training and experiences from breakfast to bedtime.

Instruction and facilitation are provided by a course director and a cadre of coaches assigned to the participants on a no more than 6 to 1 ratio.

#### THE 5 PRINCIPLES

1. Character Traits are determined by leaders themselves. What do you value most in extraordinary leaders?
2. Core Competencies include those skills beyond the technical job description.
3. Mission focus is what we're paid for. It's all about RESULTS!!
4. People perform the mission. How well do we support them?
5. Change is a verb. It's something you do. Have you just been reacting to it?

#### THE COACHES

Extraordinary Leadership fosters more extraordinary leadership.

With this in mind, LDi not only develops great leaders, but we acknowledge the efforts of some of our top students by inviting them back to serve as coaches in subsequent programs.

Imagine the gratification you will feel when not only does your employees receive exceptional training but are invited back to reinforce and share that training with others.

#### THE MYPAC™

The foundation of Leadership for Life is a forward - looking new tool we call “My Personal Action Contract”. The MYPAC puts the leadership lessons into practice.

With the support of their coaches, participants develop SMART goals supporting their desire to improve personally, professionally and in their communities.

The official “graduation” from the Leadership for Life program comes when the MYPAC is complete and the coach and participant both sign off.

One of the greatest challenges in determining training resources is a perceived return on investment for training dollars. The MYPAC answers this challenge by creating a desire in your people to continue to grow and improve in their leadership skills, and provide a tool to measure results

\*Although LDi believes the immersion aspect of this program is optimum, we will work with your representatives to customize this program to meet your training needs/schedule.

## KEYNOTE TOPICS

### ENGAGING – INFORMATIVE – COMPELLING THOUGHT PROVOKING – DYNAMIC – PASSIONATE

Are you involved in planning a conference or convention? Let LDi train, educate and inspire your audience with a keynote speaker or workshop presenter. Anthony and his cadre of trainers are available to provide you with the dynamic speaker you or your organization needs. Although any LDi topic can be presented as a keynote or workshop, favorites are listed below.



- Success – It's Everything You Think It Is
- The P.O.W.E.R. of One
- Woman to Woman - Be yourself and still succeed
- Live Your Life on Fire
- Tapping Into Passion and Creativity for Personal and Professional Success
- Your Time is Now
- How to STAND OUT, Get Ahead and Get Noticed



**For more information on Keynote Topics and Trainers,  
scan the code or go to [www.LDiWorld.com/keynote-speaker](http://www.LDiWorld.com/keynote-speaker).  
Call 1-888-474-8534 for your FREE Consultation!**

**Anthony Tormey** - motivational speaker, trainer and consultant. With over twenty years of active duty military service, Anthony has planned and participated in military operations around the world, from small team tactics to large-scale joint military operations. He has employed the concepts of effective leadership, trained junior officers and NCOs in personal development and organizational improvement and advised senior leaders in the areas of Quality and Organizational Strategic Planning. He was certified as a Master Quality Instructor and licensed to facilitate the Seven Habits of Highly Effective People. Ten years as a Pararescueman, he is qualified and experienced in rock climbing, scuba diving, free-fall parachuting, long-term survival and emergency medicine. He is credited with saving 13 lives, the last during the aftermath of the bombing of the federal building in Oklahoma City.

His background in Education, Training and Development began in 1978 as an assistant Scoutmaster for the Boy Scouts of America where he used outdoor experiences to aid young men develop into leaders. Throughout his military career he balanced operational roles and experiences with the need and understanding those experiences had to be shared with others to prepare them to one day replace him in the field. He continues today using the same approach and methods to train adults to be scout leaders, military officers, front line supervisors, junior and senior executives, and individuals seeking to be extraordinary in all they do. Whether in the classroom or the boardroom, on a challenge course or on a stage, Anthony's dynamic approach sets the course for organizational improvement and personal growth.

Anthony has conducted seminars and given motivational speeches across the nation and internationally on subjects of Leadership, Management, Strategic Planning, Continuous Improvement Processes, Project Management, Experiential Team-building and Effective Communication. Let Anthony bring his passion for success to you!



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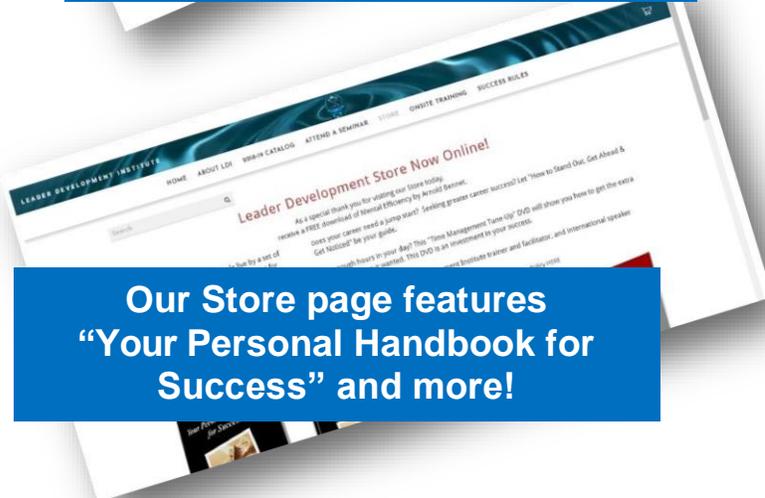
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