6 reasons to consider CMD’s ON-SITE TRAINING

1. **COST-EFFECTIVE** Training a team of people simultaneously can cost significantly less than sending employees to individual classes.

2. **TEAM-BUILDING** Employees trained together share common points of reference and strategies for implementing improvements.

3. **CUSTOMIZED** CMD instructors tailor the information to make the class relevant to your business and to target your goals.

4. **FLEXIBLE** You choose the dates, the times and the hours that best fit your organization and your employee’s schedules.

5. **EASY** CMD will coordinate the instructor, customize the materials, prepare and transport the equipment and introduce the instructor.

6. **QUALITY** Participants learn skills that can be used immediately with group exercises, case studies, real-life examples and videos.

**Contact Ann Buckendahl at 316-978-6152 for details.**

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**// More Info //**
CMD.WICHITA.EDU

**// Register //**
316-978-3118 Or 1-800-992-6345

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**JULY 2019 - CMD SEMINARS CALENDAR**

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**Why invest in PROFESSIONAL DEVELOPMENT**

The most important asset of any organization is the knowledge, skills and abilities of its employees. Professional training demonstrates to your employees that you value them and want to improve their personal and professional effectiveness. It also demonstrates that you are serious about the success of your organization.

The Center for Management Development wants to help you achieve that success.
JULY SEMINARS

Overcoming Negativity in the Workplace
July 12, 2019 • 8 a.m.–3 p.m.
$299
Dotty Harpool, MBA

Negative attitudes zap your energy, disempower team members and are contagious. Learn how to turn your own thoughts into positive results and reverse the attitudes of others.

Sources and effects of negativity
Working in a negative work environment
Rediscovering the positive you

Communication Skills for Supervisors
July 18, 2019 • 8 a.m.–3 p.m.
$299
Don Hackett, DBA

Communication is an important factor in team effectiveness, employee engagement, peer relationships and mitigating conflict. Being a confident communicator is beneficial on all levels.

Understanding and improving communication
Receiving and giving feedback
The business of listening

Essential Skills for Effective Leaders
July 16-17, 2019 • 8 a.m.–3 p.m.
$899
Gerald Graham, PhD

Don’t underestimate decision making and communication in your role as a leader. This course offers proven and effective leadership techniques that are practical and useful.

How effective leaders make decisions
How successful leaders improve teamwork
How successful leaders motivate others

Managerial Psychology
July 19, 2019 • 8 a.m.–3 p.m.
$299
John Belt, PhD

Understanding the nuances of why people do what they do, what triggers their motivation to excel or causes them to put the brakes on, directly affects your success as a leader. Learn how to direct and motivate employees with lasting results.

Understanding and applying psychology
Dealing with defensive people
Leading as a coach and a counselor

UPCOMING CERTIFICATE PROGRAMS

SuperVision
10 sessions • Tues. 4:30-7:30 p.m.
For those new to a supervisory role or those who want to update their skills.

Sept. 17-Nov. 19, 2019
$1,495

Manager’s Toolbox
7 sessions • Wed. 4:30-7:30 p.m.
Transform from an individual contributor into a manager who gets results.

Spring 2020, TBD
$1,199

Leadership Elite
8 sessions • Mon. 8-11 a.m.
Based on First, Break All the Rules, Dr. Graham leads exercises and discussion.

Sept. 16-Nov. 4, 2019
$2,295

Mini MBA®
10 sessions • Mon. 1-4:30 p.m.
Learn current business practices and how areas within a business interrelate.

Sept. 9-Nov. 18, 2019
$2,495

Substitutions/Cancellations/Reschedule: Substitutions are free and must be done prior to the start of the class or program. Cancellations or rescheduling must be received in writing and full refunds will be given up to four business days prior to the start of class. Any cancellation or reschedule submitted with three or less business days’ notice is subject to a $35 charge on 1-2 day classes, and a $75 charge on Certificate programs. No refunds after the first day of the class or program.

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