

New Jersey 2017

Jan 25: Relationship Management: Ten Skills Leaders Need to Get the Best From Others

What does it take to get the best performance out of people today? Personal Relationships! No longer can you just tell people what to do. Instead, you must informally seek and build commitment among your team members to do their best. In this session you'll discover new, research-based, techniques, which will help you do that. We'll learn how successful leaders shape their work environments to achieve optimal performance, get others to feel proud of their work, show they value others' contributions in surprising ways, offer feedback that really helps, cope with the natural frictions that arise when people work together, and create a meaningful workplace where people, and the organization, can prosper.

Dr. John Daly is the Liddell Professor in the College of Communication, Distinguished Teaching Professor, and TCB Professor of Management at the University of Texas at Austin. He teaches graduate and undergraduate courses on topics such as interpersonal communication, organizational behavior, and advocacy and persuasion. He has won every major undergraduate teaching award at the University of Texas. He has published more than one hundred scholarly articles, and completed nine books, including, most recently, *Advocacy: Championing Ideas and Influencing Others* (Yale) as well as *The SAGE Handbook of Interpersonal Communication*. He has served as President of the National Communication Association and on the Board of Directors of the International Communication Association and the International Customer Service Association. His work has appeared in major popular outlets like the *Washington Post*, *Wall Street Journal*, *New York Times*. He has worked with Goldman Sachs, Morgan Stanley, Marriott, American Airlines, Roche, Amgen, Pfizer, Astra-Zeneca, State Farm, Kraft, ExxonMobil, Shell, Texas Instruments, UPS, FedEx-Kinkos, 3M, Dell, IBM, AT&T, USAA, Prudential, and Samsung, among many others.

Feb 16: From Player to Coach: Making the Successful Transition to Management

The transition from star player to team coach is a tremendous leap. All too often new managers are thrown into challenging circumstances with limited support and resources. With increasing globalization and the move to virtual environments, managing is more complex than ever before. As an organizational psychologist, Dr. Woodward believes that effective management is rooted in understanding the psychology of human nature.

Dr. Michael Woodward is a certified professional coach who works with both private and corporate clients on building management/leadership capacity and the psychology of career engagement in the New Economy. He is the founder and president of Human Capital Integrated (HCI) and is author of the Amazon.com top selling job book "The YOU Plan: A 5-step guide to Taking Charge of Your Career in the New Economy".

Mar 23: Strategies for Preparing and Delivering High-Impact Presentations

You speak volumes even before you've said a single word. From the way you use your hands, eyes and mouth to the way you give pause, pace and pitch to your voice, you are constantly broadcasting how you really feel as well as how your audience should feel about you and your company. How confident are you about the messages you're sending? This session prepares professionals to manage their anxiety, their delivery and the audience while delivering a compelling and memorable message.

Deborah combines expertise in cognitive, behavioral and social psychology, public speaking, and coaching. She started her career at age 17, when she won the U.S. National Championship in public speaking as a high school senior and was immediately recruited to coach on presentation and communication skills at colleges and corporations. She has since coached hundreds of thousands of professionals to communicate more effectively in industries ranging from advertising, financial services, and government to non-profits, pharmaceuticals, and technology. Deborah serves as a Visiting Professor of Executive Communications at the Beijing International MBA Program at Peking University, China, where she prepares senior leaders from around the world to communicate more effectively in a growing global marketplace. She is also an instructor of Management Communication at the Wharton School of the University of Pennsylvania.

Apr 20: Optimize Your Decision Making: Managing Uncertainty and Anticipating the Unexpected

Every organization, whether for-profit or not-for-profit, whether publicly traded or privately held, whether large or small, must balance the need for positive short-term results and positive long-term results. Fundamentally, the management behaviors and practices for meeting short-term objectives are vastly different than those necessary to meet long-term objectives. Often mid-level managers must excel in both areas. This session explores best practices in achieving these results. Embedded in the session are decision-making behaviors, cultural enablers, predicting versus managing the uncertainty of the future, and building adaptability into longer-term strategic initiatives. The session is highly interactive and builds on current case studies.

Kathy Pearson, Ph.D. is Founder and President of Enterprise Learning Solutions, a firm focused on executive development and learning across industries. She is a Senior Fellow at the Leonard Davis Institute of Health Economics at the University of Pennsylvania and has also served as an adjunct associate professor in the Operations and Information Management Department at The Wharton School.

May 23: The Unspoken Language of Business: Workplace Politics, Power and Influence

Accomplishing the goals of any organization requires savvy employees who know how to forge alliances and avoid animosities. In this session, participants will identify which of the rules of positive politics they are most likely to violate; obtain guidelines for their own conduct and for managing relationships with co-workers and their own manager; learn to avoid pitfalls in business communication, both oral and written; become adept at tapping into the power structure within an organization; explore a real-world case study that involves numerous political issues; learn how to network in order to expand their influence and recruit supporters for their initiatives and career; and enhance their working relationship with their manager.

Margaret Morford, J.D. is CEO for The HR Edge, Inc., an international management consulting and training company. Previous to owning her own company, she was Sr. Vice President, Human Resources Consulting for a national consulting firm out of Winston-Salem, North Carolina. She has a BS degree from the University of Alabama and a JD degree from the Vanderbilt University School of Law. She is the author Management Courage Having the Heart of a Lion and The Hidden Language of Business Workplace Politics, Power & Influence. She has served on the Board of Directors for various corporations and charities.

Jun 08: The Managers Toolkit: Essential Skills to Successfully Lead Others

Employees who are deservingly promoted into managerial positions because they do well in their current jobs often need additional support and better preparation if they're to successfully manage and/or lead others. This session will focus on equipping managers with the knowledge and tools they need to effectively manage people and increase productivity in their areas of responsibility. Participants will explore basic managerial concepts, discuss common situations and challenges, and learn how to apply specific strategies and tools to successfully manage people.

Dr. Ellen Burts-Cooper is the senior managing partner of Improve Consulting and Training Group, a firm that provides personal and professional development training, coaching and consultation. She is also an adjunct professor at Case Western Reserve University in the Weatherhead Executive Education Program and author of the book Canine Instinct: A Guide to Survival and Advancement in Corporate America. Dr. Burts-Cooper earned a Ph.D. in organic/polymer chemistry at Virginia Tech and holds a Lean Six Sigma Master Black Belt certification from 3M Company.

Jul 25: What To Do When There's Too Much To Do

Are you tired of hearing do more with less? Instead, this class shows you how to be more efficient, so you can do less to achieve more. Using Ms. Stacks innovative, six-step Productivity Workflow Formula (PWF), you'll learn how to prioritize your high-value tasks, protect the time to do them, and organize around them (Ms. Stack demonstrates her methods using Microsoft Outlook). You'll find dozens of ways to shrink your to-do list, commitments, distractions, interruptions, and inbox. Each reduction will increase your results and save you time.

Laura Stack, MBA, CSP, CPAE is an award-winning keynote speaker, bestselling author, and noted authority on personal and leadership productivity. She is the President of The Productivity Pro, Inc. which specializes in business performance, strategy execution, and personal productivity. Ms. Stack is a bestselling author of seven books, including What to Do When There's Too Much To Do, and most recently, Doing the Right Things Right. Laura is a past president of the National Speakers Association and was inducted into its exclusive Speaker Hall of Fame.

Aug 17: Women Becoming More Powerful Leaders: The Power of Trust

In this workshop, women leaders will learn how to reclaim trustworthy relationships, both with themselves and others. The truth is, women are primed to develop trusting relationships: connections that inspire them to take risks and become the best versions of themselves. During the course of this workshop, women will gain the courage they need to build these relationships and make powerful strides in their leadership effectiveness.

Michelle L. Reina, Ph.D. along with her partner, Dennis S. Reina, Ph.D., are pioneering, preeminent experts on building and rebuilding trust to drive business results. They are co-authors of the award-winning, best-selling books, Trust and Betrayal in the Workplace: Building Effective Relationships in Your Organization and Rebuilding Trust in the Workplace: Seven Steps to Renew Confidence, Commitment and Energy (Berrett-Koehler). Sought-after as thought leaders for over 20 years, they co-founded the Reina Trust Building Institute, a global enterprise specializing in measuring, developing, and restoring workplace trust. Recently awarded the Global Strategic Leadership Award at the 2012 World HRD Congress in Mumbai, India. Their work has been featured in New York Times, Wall Street Journal, Bloomberg's Business Week, Harvard Management Update, Time, USA Today and on national radio & TV including CNN and CNBC. Most important, perhaps, given these volatile, uncertain, complex, and ambiguous times, their work in helping leaders and organizations rebuild trust is profoundly important.

Sep 14: Speak To Be Heard!: Influencing Others to Take Action

Stacey Hanke will help you eliminate the static that plagues communicative delivery - to persuade, sell your ideas, motivate and influence others to act on what you have to say. She will explain the positive actions you can take to increase your impact and value to your peers, clients and teams. This highly interactive session will show you how to immediately implement the influence skills and techniques you learn to your day-to-day conversations.

Stacey Hanke is co-author of the book Yes You Can! Everything You Need From A To Z To Influence Others To Take Action. Her second book, Influence Redefined, will be released in early 2017. Stacey is founder of Stacey Hanke Inc. She has trained over 15,000 people to rid themselves of bad body language habits and choose words wisely.

Oct 19: Strategic Intelligence: A Key Skill For Ensuring Future Success

Based on detailed research into macro-economic, political and social trends, this program will improve your understanding of the forces that are reshaping your industry's landscape and your personal world. We shall focus on five key disruptive forces that are going to change the way we live and work in the next decade. As an attendee you will also gain confidence in your ability to identify key areas of change in your own world and career, and be equipped to contribute to the strategic success of your team and your organization.

Dr. Graeme Condrington is an expert on the new world of work. He is a keynote presenter, author, futurist, facilitator and strategy consultant working across multiple industries and sectors. He blends cutting-edge research, thought leading insights with humor, a conversational style and multimedia-driven presentations to create unforgettable experiences that add real value. Graeme is the co-founder and a international partner of TomorrowToday, a global firm of futurists and business strategists. He is also a guest lecturer at four top business schools, including the London Business School and Duke, NC. He is a professional member of a number of associations, including the World Future Society, The Institute of Directors, the International Association for the Study of Youth Ministry, the Global Federation of Professional Speakers and MENSA. He has a Doctorate in Business Administration, a Masters in Sociology, an Honours in Youth Work and two undergraduate degrees in Arts (Theology/Philosophy) and Commerce. He has four best-selling books published by Penguin, including the award winning, Mind the Gap and Future-Proof Your Child. He is currently writing a book on Strategic Leadership Intelligence.

Nov 16: Dealing with Difficult People: Bringing Out the Best in Others

Dr. Brinkman says, Communication is like a phone number, you need all the correct digits and in the right order. Dr. Rick will share his proven strategies to handle: Whining, Negativity, Attacks, Tantrums, Snipers, Know-it-Alls, Think-They- Know-it-Alls, as well as Yes, Maybe and Nothing people. The examples and practical skills in this seminar will immediately transform behaviors that used to strain all relationships, both business and personal! It will even include special contexts like email communications, phone and meetings.

Dr. Rick Brinkman is the developer of Conscious Communication seminars and the principal of Rick Brinkman Productions, Inc. He has performed over 4000 programs in 18 countries. In addition, he is co-author of numerous books including the international bestseller, Dealing With People You Can't Stand, How to Bring Out the Best in People at Their Worst, which has been translated into 25 languages. His clients have included Pepsico, LucasFilm, IBM, the VA, the Astronaut Corps, the FBI and Sony Pictur.

Dec 14: Tools and Techniques for the Five Most Common Coaching Situations

Mr. Hawkins will provide tools, introduce techniques, and discuss strategies to help you take performance to the next level. In this workshop participants will examine the latest techniques in coaching designed to improve performance, change behavior, increase engagement, support development, and build teamwork.

Bill Hawkins is an expert in leadership effectiveness and organizational change. In association with the Alliance 4 Strategic Leadership: Coaching and Consulting, he has conducted leadership training in over twenty FORTUNE 500 companies in seventeen countries. Listed in Who's Who in International Business, he is a contributing author in the Peter Drucker Foundation book, "The Organization of the Future." He is also listed in he Who's Who in International Business.

FOR REGISTRATIONS PLEASE CONTACT: **Robie Verostick**

Phone: **(973) 744-3067** Email: **newjersey@ims-online.com** Website: **www.ims-online.com**