

Your managers have many roles. “Defendant” shouldn’t be one of them.



Introducing MANAGEMENT COMMUNICATION AND DIVERSITY

An essential workshop for managers on the psychology of effective communication and the laws that govern today’s diverse workplace.

Presented by a management psychologist and a labor and employment attorney, Management Communication and Diversity is an exciting NEW workshop teaching enhanced methods of communication, more effective ways for managers and staff to work together, and the legal reasons why a respectful work environment is so important. This is an informative, provocative and exciting workshop for managers at every level!

SAMPLE SEMINAR TOPICS:

- *Documentation.*
 - What to document, why it’s important, and how to manage it effectively.
 - What to do when employees refuse to sign.
- *Communication effectiveness.*
 - How to identify individual learning styles. The power of unconscious communication, the “self-fulfilling prophecy” effect and other issues that impact communication.
 - The right way to give effective feedback, positive or not.
 - Recognizing one’s own potential biases and respecting diversity.
 - Keys to motivating each individual staff member.
- *Risk Avoidance.*
 - How to protect against unwanted claims of harassment and discrimination.
- *Risk Management.*
 - How to respond to complaints and resolve them after an investigation.

SEMINAR GOALS:

- Increased knowledge and skill. Participants will increase their knowledge of the most effective ways to communicate with a culturally diverse staff, from the point of hire to termination.
- Improved risk management. Participants will increase their understanding of how to avoid discrimination claims, and what to do if they occur.

ABOUT THE PRESENTERS:



Dr. David Weiman is a management psychologist who helps corporate clients develop effective leaders. He has consulted with firms on issues such as diversity, communication, hiring, development and appraisal.



Mignon Klein Groch, Esq. has practiced labor and employment law since 1990, advising clients and litigating issues on a variety of topics, including all types of employment discrimination and harassment, the Family and Medical Leave Act, drug testing, and wage and hour laws.

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SERIES

To book this program, please call (610) 642-3040.