Summer Business Luncheon Series

LEADERSHIP

Get a taste of corporate employee training over lunch.

Visit our website at: mwcc.edu/wtf

If you have a disability and may require accommodations to participate, please contact the program director to discuss your specific needs. In some cases, a two-week notice may be necessary.

For more information about the Workforce Training Fund and how your business may be eligible for training monies, please contact the Workforce Development Department at MWCC at 978-630-9575.

Cost is per person/per session:
$15.00 - pre-register
$17.00 - walk-in
Executive luncheon included with cost of admission.

Check payable to: MWCC
training@mwcc.mass.edu
978-630-9575

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Sessions are held at MWCC's Gardner Campus in the North Café.

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Non-Profit Org.
U.S. Postage
PAID
Permit #182
Gardner, MA 01440
Schedule

Implementing Lean Thinking: the Culture and Climate of Lean
June 14 | 12 Noon - 1PM | CRN# 61377
Businesses that effectively use Lean Leadership gain an edge by enhancing profitability and delivering measurable results through improved efficiency and reduction of waste. Session participants will learn the importance of engaging stakeholders such as employees, customers, suppliers, investors, and communities both inside and outside the organization. Take advantage of this unique opportunity to discover why, and more importantly how, to exercise Lean thinking.

LinkedIn
June 28 | 12 Noon - 1PM | CRN# 61378
LinkedIn is the primary professional social networking site. Seventy percent of organizations are using social networking sites in their talent acquisition efforts, so it's worthwhile to develop a professional profile on LinkedIn. This session is intended to help new users as well as users who would like to become better at utilizing this powerful social media tool to generate results in their job search.

How to Manage Conflict in the Organization
July 12 | 12 Noon - 1PM | CRN# 61379
This session strives to equip professionals with the strategies, tactics and insights needed to gain control of tough conflict situations. Participants will discover how to spot potential interpersonal conflicts—and defuse them before they flare up. This session is designed to empower participants with insight in order to transform conflict into a positive and productive force by discovering proven techniques of principled negotiation.

OSHA Workplace Safety
July 26 | 12 Noon - 1PM | CRN# 61380
The session will cover how to establish a workplace safety program within your facility, as well as key issues when developing safety and health plans to meet and exceed OSHA requirements. This session will include an overview of necessary protocols for preventing, assessing, and responding to risk; how to respond to situations, incidents, and aftermath as well as provide guidelines for administrative actions and oversight.

Making the Case - iPad for Business
August 9 | 12 Noon - 1PM | CRN# 61381
iPads can be useful in a business setting but usefulness varies by occupation. Where you work, file types and size, as well as necessary business applications factor in to the iPad vs. laptop productivity equation. iPad Office Suites and even specialty apps for task and project management are key. Gain some insights from a seasoned business and IT professional about consumer vs. business use of tablets and determine for yourself whether it's right for you and your organization.

Coaching & Mentoring for High Performance
August 23 | 12 Noon - 1PM | CRN# 61382
This session will introduce the fundamental aspects that drive effective coaching and mentoring programs in organizations. Don't miss an opportunity to discover an essential program designed to improve leadership and reduce key employee turnover. Participants will be introduced to the critical skills needed to conduct coaching conversations, adapt one's coaching style to fit changing situations, and familiarize yourself with a coaching plan for business.