

# Corporate Training SOLUTIONS

Train your people. Transform your company.



## Essential Skills for Leaders Program Starts Sept. 11, 2024! All sessions will be in-person at NSCC Danvers

One Ferncroft Rd., Danvers, MA 01923 | Math/Science Building | Room 106

### FALL 2024 PROGRAM

Wednesdays, 8:30 AM – 11:30 AM or 12:30 PM-3:30 PM

Module 1	September 11	Role of the Supervisor	TBD
Module 2	September 18	Communication Styles	TBD
Module 3	September 25	Performance Coaching	TBD
Module 4	October 2	Effective Delegation	TBD
Module 5	October 9	Motivation & Conflict	TBD
Module 6	October 16	Difficult Conversations	TBD
Module 7	October 23	Labor Laws & HR Part I	Laurie LaBrie
Module 8	October 30	Laws & HR Part II	Laurie LaBrie
Module 9	November 6	Employee Performance	Ginny Maglio vdmaglio@optimumdevelopment.com
Module 10	November 13	Performance Review	Ginny Maglio

- The cafeteria is open between 7am and 2pm, but please feel free to bring your own beverages.
- Please email Adelin Núñez (anunez@northshore.edu) and the instructor if you are going to miss class.
- In the event of inclement weather, please call the NSCC Closure hotline at 978-762-4200 to determine if school has been canceled.