## FOCUS A 40

## **CATALOG OF PROGRAMS – 2024**

Our preference, whenever possible, is to work with teams in-person. This is the more powerful way to host meetings and has the secondary, but almost equally important, benefit of getting team members together in the same room to establish rapport, a sense of belonging, build relationships and also trust. Any of the programs below can be offered in isolation but are best served being offered in thematic clusters and coupled together in 8-hour or 2-day format. This is what we find as the most impactful format for delivery. If this presents a scheduling challenge, we suggest these courses be offered in as condensed a timeframe as possible (i.e. sequential weeks) and can also offered virtually to support remote and hybrid teams. We also suggest coupling any session with an option for 1-to-1 professional coaching sessions with a series of eight 1-hour sessions to provide a confidential and personalize space to focus on individual professional development goals and challenges.

#	Program Name	Description
1	High Trust = High Performance	Crafting culture is a slow-cooking process in a society with a microwave mindset. Building a team and a culture takes time and there are tools to speed up trust in teams. Sorting out the strengths, individual experience, and even weaknesses doesn't happen overnight. Building the trust to create space for vulnerability, "good conflict" and accountabilities goes slow, but the effort is worth the outcomes.
2	Your Contribution to Team Trust	Highly effective teams work from a foundation of trust. Our words, actions and behaviors contribute to the process of being trustworthy. Through this session we'll explore team trust and how to ensure you consistently build trust in everyday interactions and actions.

3	Learning Your Leadership Voice	We all have default tendencies when responding to leadership challenges and this defines how we approach problems and setbacks as leaders. Understanding your primary leadership style, your leadership strengths, and your default approaches to challenges allows us to embrace behavioral flexibility and also team diversity.
4	Breaking Patterns of Self- Sabotage	We default to certain behaviors in times of stress and these strategies for surviving are preventing us from thriving in the workplace. You'll go to the mental fitness gym and learn to interrupt the ways we can sabotage our excellence and build up new and better mental fitness muscles.
5	Predicting the Future	The fast-paced future of tomorrow is full of change and uncertainty. Here's the thing – this fast-paced future is already here and the pace of change isn't going to slow down any time soon. Future-proofing yourself and your team means building up the skills of prospection, global thinking, creativity, and cognitive agility.
6	Rapport and Workplace Relationships	One of the most important factors in high-trust cultures is our workplace relationships. Workplace relationships are critical not only to trust but to our workplace fulfillment and even our individual success and advancement. Learning how to quickly build and then sustain relationships is a win-win for workplace productivity and your own happiness.
7	Bouncing Back: Activating Resilience Factors	As you go through life your experiences contribute to your resilience. What we know is in life we will experience setbacks. What might be surprising is the that these setbacks we experience can make us stronger over time. Building up resilience factors with tools like optimism, cognitive agility, self-compassion, self-efficacy and emotional regulation fast- track your ability to bounce back from setbacks.
8	Workplace Meaning	One of the 5 factors identified in the happiest people is a connection to their purpose. Purpose can be as simple as a statement about "why we get out of bed" each day or as complex as why we work and what we hope to achieve at work. We'll explore your values, gifts and how they can help us more clearly define our "why."

9	Humor in the Workplace	Don't underestimate the power of humor! We all intuitively get that humor makes us feel good and have heard about the physical health benefits of humor. There is so much to humor including how it elevates other's perception of our leadership, how it enhances our creativity, and deepens bonds and trust within groups. In this program we'll explore your humor style and how to elevate this strength in ways unique to you.
10	A Plan for Work- Life Harmony	Is your work-life balance tipped over in the wrong direction? Work-life balance is hard to achieve and maintain. Work-life harmony, on the other hand, emphasizes the integration and flexibility between work and personal life. Much like in music, harmony can change and investing in small acts of self-care can sustain us in the midst of busy everyday lives.
11	Navigating the Constant of Chaos and Change	Negativity bias is the natural setting for the human brain. Negativity bias is a survival tool sent from ancestral wiring in our brains. Understanding the message behind stress and negative emotions can help us separate from faulty messages. Stress can also get us stuck in "The Big 3" negative emotion traps. In this session you'll learn to decipher these messages and take clear headed action.
12	Strengths Finders	This tool uncovers our individual emotional, cognitive, and social skills and talents. Once we know this talents we can 10X our impact in the workplace but intentionally putting these strengths into action our workplace each day.
13	Unlocking Our Virtues and Character	One aspect of trust in the workplace is the ability to use our skills in ways aligned with our virtues and character as much as possible. By getting to see yourself in the mirror and identify your zone of genius. This workshop is an opportunity for employees to explore their character strengths, weaknesses and uniqueness and to explore how consciously do what we do so well naturally in our work each day.
14	The Foundations of Happiness	Investing in happiness is investing in your well-being and also investing in your opportunity to be successful, promotable and effective. In this session we'll explore what aspects of happiness have been linked to successful people and share tools and techniques for you to create your own action plan to support your happiness and your success at the same time!

15	Productivity, Engagement and Time Management	Do you ever wish there were more hours in the day? While this program can't offer you the blueprint to making your own time machine we can offer tools and techniques to create new habits to improve your productivity, engagement and time management.
16	Stress Management Using Mindfulness	Stress is a natural part of everyday life. How we manage stress can impact our health, relationships and performance. This introductory course will explore managing stress through mindfulness techniques like breathwork, meditation, light movement, and sound to restore balance, improve creativity and reduce stress.
17	Executive and Leadership Coaching	One-on-one coaching for executive presence, leadership, and change for good. This is a package of eight, one-hour coaching sessions that may be sponsored for individuals who are high potential and ready to work on personal ambitions that may include the rise to supervisory or executive responsibilities, letting go of control, delegating, risk taking and vulnerability when faced with novel challenges, freedom from self-limiting emotions, and changing roles.

## NOT SURE WHERE TO START? START HERE!

Try this organizational climate survey and share it with a few of your colleagues internally to feel for the pulse of your organization, where you might be strong and where you need support.

Here's a link to the survey: <u>https://survey.zohopublic.com/zs/ExCIMB</u>

