

## Bridging the Generation Chasm



For the first time in history, four generations are working together in the workplace. Gain a better understanding of values and strengths of co-workers and the dynamic interrelationships.

**March 24** (Thursday)

**\$99 • Course #65204, AL • Course #65205, SL**

**8 am – 11 am in RM 16, at the  
Algona Campus, Hwy 169N**

**OR**

**1–4 pm in RM 129, at the  
Spirit Lake Campus, 800 21st St.**

*To register or for more information, call 800-252-5664  
or visit: [www.iowalakes.edu/continuing\\_education](http://www.iowalakes.edu/continuing_education)*

# Leadership Series

\$99/class

8 am – 11 am in RM 16, at the  
Algona Campus, Hwy 169N

OR

1–4 pm in RM 129, at the  
Spirit Lake Campus, 800 21st St.

## Leadership Basics - CLOSED

Explore your leadership potential to make a difference at work and in the community. Understand your personal style of leadership and learn techniques to build on those strengths. **January 29** (Friday)

Course #65195, AL • Course #65197, SL

## Accountability and Expectations - CLOSED

Making sure the goals and minimum expectations are understood and employees have the tools they need to be successful. **February 12** (Friday)

Course #65198, AL • Course #65199, SL

## Professional Communication

Learn the ins and outs of communicating professionally with people inside and outside of your organization.

**February 26** (Friday)

Course #65200, AL • Course #65201, SL

## RealColors®

Gain insight into your personal strengths and strengths of others and an appreciation of co-workers based on personality traits. **March 11** (Friday)

Course #65202, AL • Course #65203, SL

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## Financials for Non-financial Managers

Budgeting basics to help managers deal with “the numbers”.

**April 8** (Friday)

Course #65206, AL • Course #65207, SL

## Conflict Resolution

Having the difficult conversation. Learn skills and tactics to smooth over conflicts. **April 22** (Friday)

Course #65208, AL • Course #65209, SL

## Change Happens

Minimize the pain when implementing changes, large or small, in your organization. **May 13** (Friday)

Course #65210, AL • Course #65211, SL



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