Future success.

Techniques and strategies for team building that ensure members that are effective and appropriate for continuing into roles that best suit their strengths. Additionally, teams need to establish practices of welcoming new team members, Socializing new team members to an existing team, Avoiding role conflict and role fixation—two challenges that can undermine team success.

Upon successful completion of this workshop, you will be able to:

- Understand the challenges and opportunities associated with difference and diversity within our work teams.
- Define a team, its essential parts, and its importance.
- Select team members that best fit the needs and attitude of a successful work team.
- Avoid team members that may be toxic to the future success of a work team.
- Overcome the early social challenges that can plague work teams.
- Understand and define the different types of roles that are needed on work teams.
- Fulfill role expectations competently.
- Avoid role conflict and role fixation—two challenges that can undermine team success.
- Socialize new team members to an existing team effectively.

**Forming Strong Work Teams**  
**September 13, 2019 | 8 a.m.–Noon**

To be successful, teams need to establish a foundation for success. This foundation begins by selecting the best individuals for a work team and aligning those individuals into roles that best suit their strengths. Additionally, teams need to establish practices of welcoming new team members that are effective and appropriate for continuing into roles that best suit their strengths. This training will teach participants techniques and strategies for team building that ensure future success.

Upon successful completion of this workshop, you will be able to:

- Understand the challenges and opportunities associated with difference and diversity within our work teams.
- Define a team, its essential parts, and its importance.
- Select team members that best fit the needs and attitude of a successful work team.
- Avoid team members that may be toxic to the future success of a work team.
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- Understand and define the different types of roles that are needed on work teams.
- Fulfill role expectations competently.
- Avoid role conflict and role fixation—two challenges that can undermine team success.
- Socialize new team members to an existing team effectively.

**Facilitating Effective Team Decision Making in Work Teams**  
**September 20, 2019 | 8 a.m.–Noon**

It can be difficult to wade through the competing ideas, opinions, and debates that are sure to arise during team decision making. Without an appropriate procedure in place, conversations can become cyclical, hostile, and feel like they’re never going to end. With this in mind, this training will provide participants with an effective procedure for guiding a team through a decision making process that: (1) ensures all voices are heard, (2) gets to the root of the problem, (3) arrives at optimal and fully-informed decisions, and (4) is efficient and time-saving. This training is sure to improve the decisions of a work team and save valuable time.

Upon successful completion of this workshop, you will be able to:

- Utilize the Standard Agenda of Team Decision-Making to make a collaborative rational decision.
- Apply clear, measurable criteria to refine decision alternatives.
- Guide brainstorming sessions that encourage creative solution to complex problems.
- Employ multiple methods for achieving agreement within the team.
- Plan all of the necessary steps for the implementation of a decision.

**Embracing Constructive Conflict**  
**September 27, 2019 | 8 a.m.–Noon**

The great challenge of working in teams is managing the many ideas and personalities of different group members. When managed effectively, these diverse opinions become the life-force of teams. However, when mismanaged, team conflict can erode morale and undermine any opportunity for success. This training will teach techniques for making conflict functional for a team by using it to inform decisions and build team cohesion.

Upon successful completion of this workshop, you will be able to:

- Understand what a positive team climate is and its many benefits.
- Practice communication patterns of a positive team climate while mitigating the communication patterns of a negative climate.
- Practice seven strategies for cultivating teamwork and team identity.
- Recognize the pitfalls that threaten teamwork and take steps to prevent them and mitigate their negative effects.

**Communicating and Deliberating in Teams**  
**October 4, 2019 | 8 a.m.–Noon**

We’ve often been told that communication is a key to success when working in teams. But...what does that mean? This training addresses questions about how to communicate effectively in work teams and provides practical strategies and techniques for communicating in team environments. Upon completion of this training, you will have a better understanding for competent communication in work teams, will possess knowledge and skills for fostering a cooperative teamwork climate, and will be adept at managing team meetings and navigating team negotiations.

Upon successful completion of this workshop, you will be able to:

- Understand and define “Communication”, its parts, and its importance.
- Define and practice “Competent Communication” in work team settings.
- Identify a cooperative work team environment and its any benefits.
- Practice communication habits of a cooperative team environment.
- Exercise successful management of team meetings.
- Select and utilize an appropriate team negotiation strategy.

**Communication Skills for Dynamic Teams**

This series of four workshops will tackle the most challenging aspects of team collaboration, providing trainees with frameworks, skills and resources that are essential for work team success.

**Individual Workshop**

<table>
<thead>
<tr>
<th>Workshop</th>
<th>Register on or Before August 1</th>
<th>Register August 3 or Later</th>
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</thead>
<tbody>
<tr>
<td>Forming Strong Work Teams</td>
<td>$135</td>
<td>$185</td>
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<tr>
<td>Facilitating Effective Team Decision Making in Work Teams</td>
<td>$459</td>
<td>$629</td>
</tr>
<tr>
<td>Embracing Constructive Conflict</td>
<td>$150</td>
<td>$200</td>
</tr>
<tr>
<td>Communicating and Deliberating in Teams</td>
<td>$175</td>
<td>$225</td>
</tr>
</tbody>
</table>

**Package of Four Workshops**

- Forming Strong Work Teams
- Facilitating Effective Team Decision Making in Work Teams
- Embracing Constructive Conflict
- Communicating and Deliberating in Teams

Package for $459

Register early and save! Package discounts available.

[www.uwlax.edu/learn](http://www.uwlax.edu/learn) or 608.785.6500

Who should attend:

- Aspiring Managers and Supervisors
- Board Members
- Business Owners
- Human Resource Professionals
- Team Leaders
- Committee Members
- In-tact Teams
- Managers
- Project Managers
- Team Leaders

Registration includes course handouts, parking, continental breakfast, and 3.75 contact hours/.375 CEUs per workshop.

All workshops meet in the UW-La Crosse Student Union.

**October 4, 2019 | 8 a.m.–Noon**

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- Exercise successful management of team meetings.
- Select and utilize an appropriate team negotiation strategy.
**Conducting Effective Employment Interviews**

Do you feel anxious or unprepared when conducting new hire interviews?

Do you wish you had a better idea of how to prepare and what to ask?

Hiring the right person is high-pressure, sometimes confusing and crucial to your organization’s success. Join us for a 3-hour interactive session that will provide you with a clear pathway to interview job candidates with effectiveness and efficiency.

You will:
- Learn how to create consistency in the interviewing process
- Understand behavior-based questioning.
- Gain examples of questions to ask and not to ask when conducting an interview.
- Increase your proficiency in identifying the right candidate for your organization.

**Who should attend:**
- Anyone who conducts employment interviews
- Business Owners
- Directors
- Human Resource Professionals
- Leaders
- Managers
- Team Leaders

**Wednesday, October 16**
1:30–4:30 p.m.
3130, Student Union, UW-La Crosse

Registration details:
- On or before September 16: $135
- September 17 or later: $185

Registration fees include instruction, materials, break, parking and CEUs.

2.75 contact hours/2.75 CEUs

www.uwlax.edu/learn or 608.785.6500

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**Strategic Planning for Organizational Development**

How does your business stay relevant and innovative in our rapidly changing world?

Over the past 30–50 years the pace and connectedness of the workplace has accelerated exponentially, and experts anticipate this pace will continue or even increase. External forces such as globalization, rapid technological innovation, and increased competition have each grown more powerful—demanding that organizations respond quickly to an ever-changing market.

You will:
- Craft solid Mission and Vision Statements.
- Conduct an Environmental Analysis.
- Facilitate a SWOT session.
- Carry out a literature review.
- Conduct a SWOT session as part of the Environmental Assessment.
- Understand how to generate potential strategies based on the SWOT analysis.
- Generate measurable goals for strategies.
- Understand the role of the WWW plan:
  - Who will do the work?
  - What work will they do?
  - When will they do the work?
- Understand how to measure, track and report your progress.

**Who should attend:**
- Aspiring Managers
- Business Owners
- Directors
- Human Resource Professionals
- Leaders
- Managers
- Project Managers
- Supervisors
- Teams
- Team Leaders

**Tuesday, October 8**
1–4 p.m.
3130 Student Union, UW-La Crosse

Registration details:
- On or before September 10: $135
- September 11, 2019 or later: $185

Registration fees include instruction, materials, break, parking and CEUs.

2.75 contact hours/2.75 CEUs

www.uwlax.edu/learn

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**Position your organization for success!**

- Attain your strategic goals.
- Build a leadership pipeline.
- Provide employees with tools to fulfill new roles and update skills.
- Develop critical business building activities.
- Engage in data-driven decision making.

Fall Organizational Development Workshops:

**www.uwlax.edu/learn**