



## A NEW WORKSHOP FROM DHR LEARNING AND DEVELOPMENT

This highly interactive course was developed especially for staff who act in a lead role, to help leverage communication and coaching skills in order to direct and support team members for increased efficiency and effectiveness.

## BENEFITS

- ✓ Build trust and rapport through effective communication
- ✓ Address performance challenges by providing feedback and coaching
- ✓ Document performance and coaching sessions by exploring best practices

## THIS WORKSHOP IS IDEAL FOR

Lead Staff responsible for coaching and guiding team members on daily work or projects. This workshop is great for project managers, charge nurses, gardeners, transit and operations staff, tradespersons, laborers and others in lead roles. Excellent for those leading staff in the office or field.

\*Note: Those with responsible for administering performance appraisals, performance improvement plans, or discipline should take 24 PLUS,

## ENROLL TODAY

## UPCOMING SESSIONS:

7/18 – 7/19	AppSF
8/10 – 8/11	AppSF
9/14 – 9/15	AppSF
9/27 – 9/28	All City

## COST

**\$465**  
**(No cost for**  
**ApprenticeshipSF staff)**

## HOW TO SIGNUP

**Please visit:**

**[http://www.sfdhr.org/  
employee-training](http://www.sfdhr.org/employee-training)**

**For more information and  
additional workshop  
dates, please go to:**  
**[http://sfdhr.org/lead-  
succeed-program-team-  
leads-and-apprentice-  
mentors](http://sfdhr.org/lead-succeed-program-team-leads-and-apprentice-mentors)**



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