

Training Programs and Workshops

Each workshop is custom designed to meet the specific needs and time requirements of each client and audience. All programs are intended to enhance employee professional and personal performance and are presented in person, or in a virtual setting.

Selected Topics Include:

- Active Listening
- Addressing Marginal Performance: Turning Potential into Productivity
- Alignment in Action: Practical Tools to Align Individuals, Teams, and Organizations
- Building Focused Teams
- Coaching for Performance
- Conducting Effective Performance Reviews and Evaluations
- Conducting Effective Virtual Meetings
- Creating a Positive Workplace Culture: Fostering Engagement and Meaning
- Creative Problem Solving
- Decision-Making Framework: Proven Approaches for Confident and Effective Decisions
- Developing and Maintaining Trust at Work
- Developing Self-Awareness
- Digital Leadership: Navigating the Future with AI and Digital Tools
- Effective Remote Work: Staying Focused and Maintaining Balance
- Essential Communication Skills: An Overview of Listening, Speaking, and Writing Effectively
- Essential Time Management Strategies
- Establishing Accountability and Responsibility
- Exceptional Customer Service
- Facilitating Effective Meetings: From Planning to Productive Outcomes
- Handling Difficult Conversations: Communicating with Confidence and Clarity
- How to Be Happier at Work
- How to Keep Your Staff Engaged and Involved
- Interviewing Skills for Hiring Managers: Techniques to Identify and Secure Top Talent
- Keys to Mastering Productivity and Innovation
- Leadership Essentials
- Leading Change: Tools to Build a Resilient and Adaptable Organizational Culture

- Management Essentials
- Managing Remote Teams: The Distributed Workforce
- Managing Up
- Managing Your Change
- Motivating Your Workforce
- Performance Management Essentials
- Planning for the Next Normal: Future-Ready Strategies for Lasting Success
- Presentation Skills: Delivering with Confidence and Clarity
- Resilient Leadership
- Resolving Interpersonal Conflicts
- Sharpening Critical Thinking Skills: Tools to Elevate Decision-Making and Problem-Solving
- SMART Goal Setting
- Staying Engaged at Work: Boosting Satisfaction through Self-Management
- Succession Planning and Talent Development: Building a Future-Ready Workforce
- Supervision/Management 101: Essential Skills for New Managers and Supervisors
- The Boss Triad
- Transitioning to a Lead Position: Building Skills for First-Time Leadership Roles
- Understanding Power Dynamics
- Unlocking High Performance
- Workplace Success Strategies: Developing Professionalism for Career Growth
- Value-Added Feedback

Delia and Associates

2055 Lombard Street, #470202

San Francisco CA 94147

650-787-9196

Jdelia@deliaconsulting.com

Deliaconsulting.com