

**Training for Non-Certified Leaders in Education
Professional Development Workshops
2011-2012**

To support the area of staff development, advancement and satisfaction, CREC is pleased to offer high quality leadership professional staff development for your non-certified staff. Listed below are four offerings with learner outcomes and dates for training. Interested participants can attend one or all of the workshops.

Embracing Change with a Positive Attitude **Presenter *Margaret MacDonald***
Tuesday, February 28, 2012 1:00pm – 4:00pm CREC Central Room 202

Participants will: [Click Here to Register](#)

- Learn and apply the 7 guidelines for change
- Develop strategies to deal with resistors of change and other change barriers
- Learn the steps that a leader should take in the change process
- Utilizing a change worksheet, develop a plan of action for a change they will or are presently dealing with

Diversity and Accepting Differences **Presenters *Ada Miranda & Denise Holter***
Monday, March 5, 2012 1:00pm – 4:00pm CREC Central Room 202

[Click Here to Register](#)

Participants will:

- Understand how their perspective differs from their staff
- How to communicate acceptable & unacceptable behavior
- Ways to create a culturally responsive workplace

Union Contracts **Presenter *Regina Terrell & Jennifer Traks***
Monday, March 19, 2012 1:00pm – 4:00pm CREC Central Room 202

Participants will: [Click Here to Register](#)

- Develop a greater understanding of negotiation process & content
- Prevent issues by complying with contract requirements
- Practical application of contract for the benefit of you and your staff

Strengthen Communication Skills **Presenter *Kathy Randall***
Tuesday, March 27, 2012 1:00pm – 4:00pm CREC Central Room 202

Participants will: [Click Here to Register](#)

- Improve their listening skills and control gossip
- Identify the strengths and limitations of their own communication style
- Recognize the communication styles of others
- Be an active listener and promote good communication

Participants: Non Certified leaders such as business managers, custodial managers and food service personnel.

The cost of each workshop is \$50.00 and each workshop provides .3 CEUs

For directions please go to www.crec.org and look for the directions link at the bottom of the page. For additional information please contacts Ellen Clifford at 860-524-4022 or email eclifford@crec.org