

Hello, Fall!



2024 PROFESSIONAL DEVELOPMENT COURSES

MONTH	DATE	COURSE TITLE
JULY	18	Raising Accountability while Managing a Hybrid Team
	23	Moving from Peer to Supervisor
AUGUST	13	Conflict Resolution
	14	Keys to Supervisory Success
	14	Module 5: Star Achievement Series (CEAP Designation) IN-PERSON
	15	Critical Thinking Skills: Strategies for Improving
	19*	Emotionally Effective Leader
	21	Communicating with Diplomacy & Tact I
	22	Fundamentals of Coaching
SEPTEMBER	3*	Crucial Conversations®: For Mastering Dialogue
	11	Module 6: Star Achievement Series (CEAP Designation) IN-PERSON
	17	Managing from the Middle
	18*	SLII®
	24	Managing Multiple Priorities
	25	Valuing Differences
	26	Feedback Fundamentals
OCTOBER	9	Communicating with Diplomacy & Tact I
	9	Module 7: Star Achievement Series (CEAP Designation) IN-PERSON
	10*	Project Management: Applied Essentials
	14*	Facilitate Virtual Learning
	16	Leading Through Generational Differences NEW IN-PERSON
	17	Moving from Peer to Supervisor
NOVEMBER	24	CliftonStrengths® for Managers NEW IN-PERSON
	6	Keys to Supervisory Success
	7	Navigating Challenging Personalities
	12	Communicating with Diplomacy & Tact II
	13*	Self Leadership
	13	Module 8: Star Achievement Series (CEAP Designation) IN-PERSON
	18	CliftonStrengths® for Individual Contributors NEW IN-PERSON
	18	Resilience: Building Skills to Endure Hardship and Prevent Burnout
	26	Personality & Effective Communication
DECEMBER	3*	Leader as Coach
	5	Transformational Leadership
	9	Managing Multiple Priorities

*Indicates a multi-day course

2024 TECHNOLOGY DEVELOPMENT COURSES

Technology Fall Courses



Click a course title to register!

MONTH	DATE	COURSE TITLE
JULY	9*	Excel Level 1 – Introduction
	23*	Word Level 2 - Intermediate
AUGUST	6*	PowerPoint Level 2 – Intermediate
	13	Microsoft Teams
SEPTEMBER	3	Excel Level 2 – Charts & Graphs
	3	Excel Level 2 – Pivot Tables
	5	Excel Level 1 – Formulas & Functions Basics
	5	Excel Level 2 – Formulas & Functions Intermediate
	17*	Access Level 2 - Intermediate
OCTOBER	1*	Excel Level 2 – Intermediate
	8*	Microsoft OneNote – Level 1
	29*	Word Level 3 – Advanced
NOVEMBER	12*	Excel Level 3 - Advanced
DECEMBER	10*	Access Level 3 – Advanced

*Indicates a multi-day course