

CORPORATE & INDUSTRY TRAINING SERVICES

SCHOOL OF BUSINESS



PDJ & Associates in partnership with BCIT is pleased to present: A CUSTOMIZED PROFESSIONAL DEVELOPMENT SERIES

In today's business environment, success is dependent on the management and leadership skills at all levels. Excellent leaders foster high performance in their staff teams with the intent of realizing mutual goals while pursuing continuous improvement and development. BCIT is now offering a series of workshops in Kelowna, which have been chosen by local industry representatives as high priority for their organizations. The workshops are:

Date	Topic	Description
March 13, 2014	Creative Problem Solving SOLD OUT	Successful problem solvers tend to use the same processes to identify and implement solutions to their problems, large or small. This workshop will give participants an overview of the entire creative problem solving process, as well as key problem solving tools that can be used every day.
April 24, 2014	Time & Stress Management SOLD OUT	Positive and negative stress is a constant influence on all of our lives. This one day workshop will give participants a three-option method for addressing any stressful situation, as well as a toolbox of personal skills, including using routines, relaxation techniques, and a stress log system.
June 19, 2014	Introduction to Project Management SOLD OUT	Organizations have discovered that the principles that have been used to create enormous successes in large projects can be applied to projects of any size. This workshop will give participants an overview of the entire project management process, as well as key project management tools that can be used every day.
October 3, 2014	Leadership 1, Self as Leader	Predicated on the assumptions that leadership is about action not position and that every individual has the potential for leadership, this course will also provide participants with the opportunity to begin to develop a personal model of leadership. Participants will have an opportunity to enhance an array of skills including critical thinking, communication, feedback, presentation, conflict resolution, and productivity skills.
November 7, 2014	Leadership 2, Leading Teams	Skills that are developed in the context of team leadership include problem solving and decision-making, appropriate risk-taking, communication skills to conduct difficult conversations and conflict resolution skills, mediation and negotiation.
December 5, 2014	Leadership 3, Leading Organizations	Participants will have an opportunity to enhance an array of skills including strategic planning and its successful implementation, communication strategies, organizational performance measurement, leading organizational change, understanding organizational cultures and sub-cultures, and the role as a member of an organization's leadership team in terms of accountability and responsibility.

Cost per person, per day: \$250 OPMG & Kelowna Chamber of Commerce Members*

Location: Kelowna Chamber of Commerce Boardroom
544 Harvey Avenue, Kelowna, B.C., V1Y 6C9
T: 250-861-3627

\$300 Non Members

To register please contact: Amy Moore at Amy_Moore@bcit.ca or call 604-412-7675 for more information.

* For more information on the Okanagan Peer Mentoring Groups (OPMG) and becoming a member, go to www.okpmg.ca

