

CULTURE OPERATIONS SERIES



CULTURE OPERATIONS - SERIES 1

Manager Mindset
Supervisor to Manager
Process & Purpose

1. Self-Awareness and Emotional Intelligence (EQ)
2. Finance Basics
3. Business Etiquette
4. Compliance Best Practices
5. Time Management Capacity
6. Interview Techniques and Best Practices
7. Onboarding, Integration, and Value Alignment
8. Effective Communication
9. Performance Accountability - Part 1
10. Performance Accountability - Part 2
11. Terminations and Offboarding
12. Mitigating Risk

CULTURE OPERATIONS - SERIES 2

Momentum Maker Mindset
Manager to Leader
Purpose & People

1. Leadership Fundamentals
2. Workforce and Staffing Strategies
3. Department and Individual Budgets
4. Avoiding Burnout
5. Navigating Office Politics
6. Performance Success Systems
7. Maximizing Productivity
8. Motivating and Inspiring Others
9. Coaching
10. Adapting and Navigating Change
11. Employee Engagement
12. Communication Styles | Intro to DiSC