



Brown Bag Lunchtime Series

Fortnightly workshops over lunch. Bring your own lunch.

12.00-1.00pm, Taranaki Chamber of Commerce, Egmont St

4 New topics and a return of popular topics

Nov 6- **Maintaining Balance (NEW)**

How do you keep all the balls in the air at the same time? Or should you?

Nov 20 – **Resilience in a changing world (NEW)**

Tips and techniques to remain positive and forward thinking, when everything around you is changing

Dec 4 – **Getting the most out of the time you have (NEW)**

Tips and technique to better manage your time and be more productive

Jan 22 – **Workplace Diversity (NEW)**

Leading a team or working alongside others, it is important that you respect diversity. What are some of the things you need to think about?

Feb 5 - **Understanding yourself and others**

Find out what makes you tick and how you can use this knowledge to communicate better with others.

Feb 19 - **Building great working relationships**

Explore interpersonal skills that help you to build and maintain good relationships at work

March 5 - **Meeting and presentation skills**

Tips and techniques for efficient meeting and presentations

March 19- **Leading teams**

Learn skills to lead a team towards achieving their goals

April 2- **Managing conflict**

Learn a few techniques to reduce and manage conflict

April 16- **Managing change**

Gain a new perspective about how you can manage change in yourself and your team

Register with Shona Glentworth |shona@implement.co.nz| 0274536928

