



mental health  
CONNECTICUT

# COMMUNITY EDUCATION CATALOGUE

Custom  
Workshops and  
Certified  
Trainings

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# MHC Community Education Overview

Creating environments that support long-term health and wellness is in our mission at Mental Health Connecticut, Inc. (MHC), and it is a daily practice with our direct service staff of over 200. We meet this mission by focusing on three key areas: Advocacy, Service, and Community Education.

MHC's Community Education team with a combined 60+ years' experience deploys evidence-based, certified, and custom created trainings to support our internal teams, as well as other workplace environments and community groups through unique trainings, presentations, and workshops.

Established in 1908, MHC has a long-standing history of combatting the stigma and discrimination associated with a mental health diagnosis and lived experiences related to mental health conditions and substance use. As society continues to face stigma in all forms, MHC is committed to practicing cultural humility, antiracism, and allyship – both internally and in collaboration with our community partners across the state. Core to this commitment is meeting people where they are and working together for a more just, welcoming, and safe community for everyone. Through this lens, MHC offers educational sessions with a DEI approach (Diversity, Equity, Inclusion) and a focus on overall wellbeing for all individuals.

Workshops range from 60 minutes to a full-day training. Virtual, in-person, and blended options are available, and content is tailored to meet the needs of the attendees.

## Pricing for Custom Workshops and Trainings\*:

60-90 minute:	\$500 – 1,250
2 Hour:	\$1,000 – 1,750
3-4.5 Hour (half day):	\$2,000 – 3,250
6-8 Hour (full day):	\$3,000 - 4,000
Mental Health First Aid	\$4,250

*\*Factors that may affect pricing: customization, adjustments to workshop length and/or merging of topic ideas, number of trainers required, number of attendees, creation and facilitation of interactive exercises, materials created, and mileage.*

Discounts are provided to members of the [MHC Collaborative](#), a workplace mental health program designed to aid employers who are ready to improve their work environments with a focus on mental health, safety, inclusion, and the overall well-being of their staff. The MHC Collaborative is an annual membership program which offers a thorough assessment of your current work environment, strategic guidance based on our findings, trainings and interactive workshops, and resources to aid in your workplace mental health efforts. Members also receive monthly coaching sessions to set goals, track progress, and work as a team to improve your work environment. See page 3 for more details.

Contact us at [collab@mhconn.org](mailto:collab@mhconn.org) to learn more about our Community Education offerings, including membership in the MHC Collaborative.

# MHC Collaborative Membership

Launched as a pilot program in 2022, the MHC Collaborative is a membership-based program, open to employers seeking to improve their work environment. We focus on creating a culture of workplace mental health, which means we put people first. We meet people where they are and work together to identify your needs, address the gaps in your employee experience, and improve upon the successes in your workplace.

Membership in the MHC Collaborative is an annual investment that includes a custom mix of strategic guidance and point-in-time needs assessment for leadership, delivered simultaneously with trainings, workshops, and resources for all employees. Members receive monthly coaching sessions to set goals, track progress, and work as a team to improve their work environment.



Within your first year of membership, your organization will receive:

- Thorough assessment of your workforce culture, environment, benefits, policies, procedures, and employee experience
- Delivery of findings and recommendations that identify gaps and address needs to improve the mental health of your work environment
- Support for leadership in creating an action plan for implementation
- Customized trainings and workshops on workplace mental health, DEI, cultural humility, communication, self-care, and more
- Monthly coaching and engagement with MHC staff
- Access to resources, templates, and guides to boost workplace mental health initiatives

Since the COVID-19 pandemic, early statistics show a 28% increase in depression, a 25% increase in anxiety, and an unprecedented “mass exit” from the workforce. Industries across all sectors have felt the impact and now is the time to rebuild.

According to a recent survey of the American Psychiatric Association, 81% of individuals reported that they are actively seeking new employment that supports mental health in the workplace, even if it means taking a pay cut. The MHC Collaborative can help your organization meet this need.

Partner with MHC as a new member of the MHC Collaborative to retain your employees, attract new talent, model a healthy and inclusive workplace to your community, and help us on our mission to create environments that support long-term health and wellness.

**Price:** \$10,000 First Year Membership

# Mental Health First Aid (MHFA)



Mental Health  
**FIRST AID**

from NATIONAL COUNCIL FOR  
MENTAL WELLBEING

## WHY MENTAL HEALTH FIRST AID?

Mental Health First Aid (MHFA) teaches you how to identify, understand and respond to signs of mental health and substance use challenges among adults.

On average,  
**130**  
people die by  
suicide every day.  
*Source: American Foundation  
for Suicide Prevention*

From 1999 to 2019,  
**841,000**  
people died from  
drug overdoses.  
*Source: Centers for Disease  
Control and Prevention*

Nearly  
**1 IN 5**  
in the U.S. lives  
with a mental illness.  
*Source: National Institute  
of Mental Health*

## WHO NEEDS TO KNOW MENTAL HEALTH FIRST AID

- Employers.
- Police officers.
- Hospital staff.
- First responders.
- Caring individuals.

## WHAT IT COVERS

- Common signs and symptoms of mental health challenges.
- Common signs and symptoms of substance use challenges.
- How to interact with a person in crisis.
- How to connect a person with help.
- Expanded content on trauma, substance use and self-care.

Learn how to respond with the Mental Health First Aid Action Plan (**ALGEE**):

- A**ssess for risk of suicide or harm.
- L**isten nonjudgmentally.
- G**ive reassurance and information.
- E**ncourage appropriate professional help.
- E**ncourage self-help and other support strategies.

Trainings range from 10-25 adults per class. This is a certified training, following the fidelity standards set by the National Council for Wellbeing and led by certified MHFA trainers.

## Format Options:

- **In-person:** 7.5 hour, instructor-led, in person session (plus breaks)
- **Blended:** 2 hour virtual, self-guided, pre-work plus 5.5 hour, instructor-led, in person session (plus breaks)
- **Virtual:** 2 hour virtual, self-guided, prework plus 5.5 hour, instructor-led, virtual session (plus breaks)

**Price:** \$4,250



# Wellbeing in the Workplace Series

A Four-Part Series focused on Workplace Mental Health

81% of today's workers reported they are seeking workplaces that support mental health and would even take a pay cut if it meant having a mentally healthy work environment. With depression and anxiety at an all-time high since the COVID-19 pandemic hit, workplaces are faced with decreased productivity, increased absenteeism, increased turnover and vacancies, and uncertainty on how to combat it.

By taking this series, leaders will better understand how to strategically implement initiatives that focus on the wellbeing of their employees and to create an environment that attracts and retains talent. The series can be presented as a full day training or broken into 4 individual sessions.

## **Part 1: The Employee Work Cycle and How to Care for Staff Across the Timeline**

From the job posting you place to the retirement party you host, how many touch points are you providing to support your employees? In this workshop, leaders will learn about the various opportunities throughout the employee work cycle that can be used to communicate and act upon wellbeing initiatives.

## **Part 2: Psychological Safety in the Workplace**

Humans are social creatures. We crave connection, belonging, and acceptance. Even at work, where we spend most of our waking hours, feeling like we belong and being part of a community where we are heard and valued can make all the difference in our engagement, productivity, and overall wellbeing. While we are seeing many organizations shift focus to creating a more inclusive culture of belonging, research suggests that 60% of the workforce still feels like their opinions are not heard or valued. We are losing invaluable diverse perspectives because psychological safety at work is not a priority. Attendees will learn about the importance of, return on investment for, and key tips to creating psychological safety in the workplace which will in turn increase your ability as leaders to better communicate and support your teams.

## **Part 3: Creating a Wellness Program that Focuses on Mental Health**

This workshop will include information about workplace initiatives that can improve the experience of "wellness" by employees and overall workplace culture. Leaders will learn how to implement strategies that protect and enhance wellness both personally and organizationally.

#### **Part 4: Creating a Culture of Workplace Mental Health**

According to the Office of the US Surgeon General, there are Five Essentials for Workplace Mental Health & Well-Being: Protection from Harm, Connection & Community, Work-Life Harmony, Mattering at Work, and Opportunity for Growth. Mental Health America, the creator of the Bell Seal for Workplace Mental Health, measures an employer's ability to foster a mentally healthy workplace through: Supportive Workplace Culture, Benefits that Support Mental Health, Caring Beyond Compliance, and Holistic Wellness at Work. All of these elements are part of creating and sustaining a Culture of Workplace Mental Health. By attending this presentation, leaders will gain insight into the ROI for creating a culture of workplace mental health and receive guidance and best practices on how to adapt to this culture to better support their employees.

#### **By attending this series, you will:**

1. Gain an understanding of the significance of workplace wellness, and how wellness initiatives can benefit employees and contribute to a positive workplace culture.
2. Learn about the various dimensions of wellness and their impact on overall health and wellness.
3. Acquire practical strategies for implementing wellness initiatives personally and organizationally.
4. Learn how to create a supportive and safe workplace environment that promotes well-being across all dimensions of wellness.
5. Explore how to lead and support wellness initiatives within your teams, fostering a positive and healthy workplace culture and understand the importance of modeling wellness behaviors and offering resources to employees.

This series is designed to empower participants to prioritize and enhance workplace wellness, create a positive organizational culture, and for managers and supervisors, provide them with the tools to lead and support wellness initiatives within their teams.

#### **Format Options:**

- **In-person, full day:** 6-hour, instructor-led, in person (plus breaks)
- **Virtual, full day:** 6-hour, instructor-led, virtual on Zoom or Teams (plus breaks)
- **In-person, series:** Four 90-minute sessions, instructor-led, in person
- **Virtual series:** Four 90-minute sessions, instructor-led, virtually on Zoom or Teams

#### **Pricing Range:**

- \$3,000 - \$4,000



## LGBTQ+ Inclusion Series

A Three-Part Series focused on LGBTQ+ empathy, understanding, and allyship

This three-part series is customized to address and include a collection of terminology, statistics, history, group activities, and empathy building stories to create an environment that is inclusive of all gender identities, gender expressions, and sexual orientations. Aspects of the training also include allyship, supporting those coming out, and interactive scenarios to practice what is learned within the training. This series creates a shared language for your team to better understand and respect this community and the diverse communities within LGBTQAI+.

### **Part 1: Getting to Know the Community: LGBTQ+ Terminology**

This session includes an introduction to the “Queer Umbrella” and “Gender Unicorn” as well as definitions and stories per identity (LGBTQQIP2SAA are all covered as part of this training). We will also discuss Do’s and Don’ts around inclusive language.

### **Part 2: LGBTQ+ History, Health & Inclusion**

This session gives an overview of LGBTQ+ history with a focus on health, mental health, and inclusion. Local statistics are included to provide an overview of the participants’ community. We will also discuss current legislation on a national and local level, and societal concerns facing this community today.

### **Part 3: Intersectionality of Privilege and Allyship: Supporting the LGBTQ+ Community**

This session ties the prior two sessions together with exercises focusing on privilege and learning how we can all use our personal power to be an ally and better support the LGBTQ+ community. This session puts much of the previous knowledge into practice with interactive exercises and scenario-based discussions. Stories of current allies will be shared, and participants will be encouraged to share their personal experiences with allyship.

Each session is 90 minutes in length and recommended to be taken in the order listed.

### **By attending this series, you will:**

1. Better understand terminology within the LGBTQ+ community and take away real life stories from a variety of identities within this population.
2. Learn the historic and current challenges facing the LGBTQ+ community.
3. Explore how to become an ally and better support the LGBTQ+ community.



This series is designed to encourage empathy, understanding, and allyship toward the LGBTQ+ community to further inclusion efforts in the workplace and community at large.

**Format Options:**

- **In-person, half day:** 4.5-hour, instructor-led, in person (plus breaks)
- **Virtual, half day:** 4.5-hour, instructor-led, virtual on Zoom or Teams (plus breaks)
- **In-person, series:** Three 90-minute sessions, instructor-led, in person
- **Virtual series:** Three 90-minute sessions, instructor-led, virtually on Zoom or Teams

**Pricing Range:**

- \$3,000 - \$3,250



# Mental Health 101

Photo by Vie Studio

Mental health relates to your state of mind or well-being, and can be affected by physiology, events, and your environment. The most common mental health disorders are described in this session, along with the myths and fallacies attached to them. Short videos will be utilized to enhance the viewers' understanding of such disorders, followed by the opportunity for discussion and questions.

### **By attending, you will:**

1. Gain a foundational understanding of mental health, including how it relates to one's state of mind and overall well-being and define key terms and concepts related to mental health.
2. Identify and describe the most common mental health disorders, such as depression, anxiety, and bipolar disorder and learn to recognize signs and symptoms associated with these conditions.
3. Identify and debunk myths and misconceptions associated with mental health disorders and learn how to challenge stigma and promote a more compassionate and informed approach to mental health.
4. Engage in discussions and ask questions about mental health topics, utilizing real-life scenarios and the opportunity to share their experiences or concerns, fostering a supportive and open dialogue.

This training aims to provide participants with a solid foundation in understanding mental health, recognizing common disorders, and addressing misconceptions, while also creating a space for open and informed discussion on the topic.

### **Format Options:**

- **In-person:** 1-2-hour, instructor-led, in person
- **Virtual:** 1-2-hour, instructor-led, virtual on Zoom or Teams

### **Pricing Range:**

- \$500 - \$1,750

# Stress Management in the Workplace

Photo by [energetic.com](https://www.energetic.com)



Work-related stress is common. An average person will spend 90,000 hours at work in their lifetime. We all experience stress at work, even if you love what you do. In the short-term, you may experience pressure to meet a deadline or to fulfill a challenging obligation, which can help with focus and motivation. However, when work stress becomes chronic, it can be overwhelming and harmful to both physical and emotional health. This workshop will help you to identify causes of stress, the effects on your mental and physical health, along with practical tips and techniques to mitigate it. This topic is most effective when combined with “Developing a Self-Care Plan.”

## By attending, you will:

1. Recognize and categorize various sources of stress in your work environment.
2. Understand how chronic work-related stress can affect mental and physical health and learn about the potential consequences of prolonged stress on well-being and overall quality of life.
3. Acquire a toolkit of practical tips and techniques to effectively mitigate work-related stress. This may include stress-reduction exercises, time management strategies, and communication skills to better manage and cope with stress in the workplace.

This training will help attendees gain a comprehensive understanding of work-related stress, its effects, and how to proactively address and manage it in their professional lives.

## Format Options:

- **In-person:** 1-2-hour, instructor-led, in person
- **Virtual:** 1-2-hour, instructor-led, virtual on Zoom or Teams

## Pricing Range:

- \$500 - \$1,750

# Recognizing and Mitigating Burnout

Photo by Nicola Barts



Burnout is now recognized by the World Health Organization (WHO) as an occupational phenomenon and has been included in their handbook of medical diagnoses. The attendees will learn about the causes of burnout, how it manifests and what can be done to mitigate it, as well as recover from this phenomenon. This topic is most effective when combined with “Developing a Self-Care Plan.”

## By attending, you will:

1. Gain an understanding of the concept of burnout, as recognized by the World Health Organization (WHO), and its classification as an occupational phenomenon as well as define burnout, its causes, and its implications in the workplace.
2. Learn to recognize the signs and symptoms of burnout, both in yourself and in your teams or colleagues. Understand how burnout manifests in terms of physical, emotional, and behavioral indicators.
3. Acquire strategies and techniques to mitigate and prevent burnout in the workplace and learn how to create a healthier work environment, set boundaries, and manage stress to reduce the risk of burnout.
4. For managers and supervisors, this objective specifically addresses their role. Participants in these roles will learn how to support employees who may be experiencing burnout, and they will gain insights into fostering recovery and well-being within their teams. This includes promoting self-care and creating a workplace culture that values mental and emotional health.

This training will help participants, especially managers and supervisors, develop a comprehensive understanding of burnout, its causes, and practical strategies for both personal and team well-being.

## Format Options:

- **In-person:** 90 minute-3-hour, instructor-led, in person
- **Virtual:** 90 minute-3-hour, instructor-led, virtual on Zoom or Teams

## Pricing Range:

- \$1,000 - \$3,000



## Developing a Self-Care Plan: “Self-Care Isn’t Selfish”

Photo by Madison Inouye

The World Health Organization defines self-care as, “the ability of individuals, families and communities to promote health, prevent disease, maintain health, and to cope with illness and disability with or without the support of a health care provider.” Research suggests that self-care promotes positive health outcomes such as fostering resilience and living longer. During this workshop, participants will learn a variety of techniques that will help manage stressors and identify healthy habits that can be incorporated into their daily routine. In longer workshops, participants have the opportunity to begin creating their own self-care plan, and this can also be combined with an art, journaling, or gardening activity.

### **By attending, you will:**

1. Gain a clear understanding of the concept of self-care as defined by the World Health Organization and understand how self-care practices can foster resilience and contribute to your overall well-being.
2. Learn practical techniques for managing stressors in your daily lives.
3. Identify and implement healthy habits that can be incorporated into your daily routines. You will learn about the importance of physical, emotional, and mental self-care and how these habits contribute to long-term health.
4. In longer workshops, you will have the opportunity to begin creating your own self-care plan tailored to your unique needs and preferences. You will learn how to set specific goals and strategies for self-care and explore creative activities such as art, journaling, or gardening to enhance your self-care practices.

This workshop is designed to empower participants with the knowledge and skills needed to prioritize self-care and maintain their health and well-being through practical techniques and personalized self-care plans.

### **Format Options:**

- **In-person:** 1-2-hour, instructor-led, in person
- **Virtual:** 1-2-hour, instructor-led, virtual on Zoom or Teams

### **Pricing Range:**

- \$500 - \$1,750

# Motivational Interviewing

Photo by Leeloo Thefirst

impossible

Motivational Interviewing (MI) is an evidence-based, interactive training that improves communication and aids in collaboration in times of change and progress. This can be helpful for leaders, caregivers, coaches, and a variety of individuals looking to help others achieve their personal or professional goals.

“MI is a collaborative, goal-oriented style of communication with particular attention to the language of change. It is designed to strengthen personal motivation for and commitment to a specific goal by eliciting and exploring the person’s own reasons for change within an atmosphere of acceptance and compassion.” (Miller & Rollnick, 2013)

## **By attending, you will:**

- Learn the difference between the motivational approach vs. the confrontational approach when working with others
- Develop the skills needed in order to achieve motivational enhancement
- Explore tools that foster an environment of inclusion and empathy

This training is a guiding style of communication that encourages active listening, directing others toward resources and tools, empowering others, and practicing respectful curiosity to facilitate a productive path forward in times of change.

## **Format Options:**

- **In-person:** 6-8 hours, instructor-led, in person
- **Virtual:** 6-8 hours, instructor-led, virtual on Zoom or Teams

## **Pricing Range:**

- \$3,000 - \$4,000



## Building a DEI Committee

Photo by Mikhail Nilov

Diversity, Equity, and Inclusion (DEI) are essential components to a mentally healthy work environment and knowing how to implement and maintain these efforts can be a serious undertaking for any organization. During this workshop you will learn best practices and strategies for success, particularly as it relates to creating and maintaining a culture of inclusion. MHC will also share how we established our DEI committee in the midst of a pandemic and time of social unrest, a time when we needed one the most. Longer workshops include customized guidance on creating a DEI committee that meets the needs of your organization.

### **By attending, you will:**

1. Gain an understanding of how Diversity, Equity, and Inclusion are essential components for fostering a mentally healthy work environment and recognize the positive impact of these components on individual and organizational well-being.
2. Learn best practices and strategies for implementing and maintaining DEI efforts within our organization and gain insights into effective approaches for promoting diversity, ensuring equity, fostering inclusion, and supporting employee wellbeing.
3. Explore the process of establishing a DEI committee within your organization and learn from the experiences of the workshop host, MHC staff, and how they successfully formed a DEI committee.

This workshop is designed to equip participants with the understanding, best practices, and practical guidance needed to effectively implement and maintain DEI efforts, with a focus on creating and sustaining a culture of inclusion in the workplace.

### **Format Options:**

- **In-person:** 1-2-hour, instructor-led, in person
- **Virtual:** 1-2-hour, instructor-led, virtual on Zoom or Teams

### **Pricing Range:**

- \$500 - \$1,500

# DEI in the Workplace: Best Practices and Actions

Photo by Nicholas Swatz



From recruitment to long-term employment, what does DEI look like in the workplace? This workshop will define DEI, provide examples of effective and ineffective DEI practices, showcase the benefits of diverse and inclusive work environments, and provide the tools, tips, models, and best practices to take action and increase DEI efforts at your workplace. Customization can be provided for longer sessions to focus on a specific layer of diversity to encourage open discussion with your team on an existing area of concern such as age, gender identity, sexual orientation, race, religion, or any other area of interest. Generational diversity is a crowd favorite!

## **By attending, you will:**

1. Gain a clear understanding of what Diversity, Equity, and Inclusion (DEI) means in the context of the workplace and recognize the significance of DEI for creating a positive and productive work environment.
2. Learn to distinguish between effective and ineffective DEI practices by examining real-life examples.
3. Explore the benefits of fostering diverse and inclusive work environments and learn how DEI contributes to improved innovation, employee well-being, and overall organizational success.
4. Obtain practical tools, tips, models, and best practices for taking action and increasing DEI efforts in the workplace.

This workshop aims to provide participants with a solid foundation in understanding DEI, the ability to evaluate workplace practices, and practical guidance for improving DEI efforts in their own organizations.

## **Format Options:**

- **In-person:** 1-2-hour, instructor-led, in person
- **Virtual:** 1-2-hour, instructor-led, virtual on Zoom or Teams

## **Pricing Range:**

- \$500 - \$1,500





## The Intersectionality of DEI and Mental Health

Photo by fauxels

Racism is a public health crisis. Ageism, ableism, homophobia, and all forms of hate based on one's community or identity is harmful on so many levels, including our mental health. This workshop sets the stage for how DEI and mental health intersects, focuses on how racism erodes mental health, and provides takeaways for how to be mindful of implicit bias in the workplace and work toward a more mentally healthy and inclusive work environment. This workshop is offered as a 60-minute presentation or 90-minute interactive workshop.

### By attending, you will:

1. Gain a comprehensive understanding of how racism, ageism, ableism, homophobia, and other forms of discrimination can erode mental health and contribute to mental health disparities.
2. Learn to be more mindful of implicit biases and stereotypes that may exist in the workplace and society and understand how implicit bias can affect decision-making, relationships, and overall inclusivity.
3. Explore the complex intersection between DEI and mental health and understand how creating a more inclusive and equitable work environment is closely linked to promoting better mental health for individuals and the organization as a whole.
4. Acquire practical takeaways and strategies for fostering a mentally healthy and inclusive work environment.

This presentation aims to equip participants with the knowledge, awareness, and practical skills needed to address discrimination, implicit bias, and mental health disparities in the workplace while working towards a more inclusive and mentally healthy work environment.

### Format Options:

- **In-person:** 60–90-minute, instructor-led, in person
- **Virtual:** 60–90-minute, instructor-led, virtual on Zoom or Teams

### Pricing Range:

- \$500 - \$1,250

# Allyship and Antiracism

Photo by Brett Sayles



What does it mean to be an ally? What does it mean to be an antiracist? How can leaders be both an ally and antiracist, and encourage these practices in the workplace? A mentally healthy work environment includes communications and actions from leaders that puts antiracism and allyship into play. This workshop provides the definitions, tools, and resources to inspire leaders to step up and set the example for allyship and antiracism in the workplace.

## By attending, you will:

1. Gain a clear understanding of what it means to be an ally and an antiracist and recognize the importance of these concepts in promoting a more inclusive and equitable work environment.
2. Learn how to actively embody and promote allyship and antiracism within your organizations and understand the leadership role in setting an example for others.
3. Be equipped with practical tools and resources to support your efforts in practicing and encouraging allyship and antiracism in the workplace.
4. Leave the workshop inspired to take concrete actions and set an example for your colleagues and teams.

This workshop aims to empower leaders and participants with the knowledge, tools, and inspiration needed to actively promote and practice allyship and antiracism in the workplace while fostering a mentally healthy work environment.

## Format Options:

- **In-person:** 60–90-minute, instructor-led, in person
- **Virtual:** 60–90-minute, instructor-led, virtual on Zoom or Teams

## Pricing Range:

- \$500 - \$1,250

# Intersectional Allyship

Photo by RDNE Stock project



Intersectionality is a fairly new term. Originally coined in the late 80s, “intersectionality” began as a legal term to make the case for discrimination against an individual: not for being black, not for being a woman, but for being a black woman. We all have layers and intersections to our identity that make up who we are and how we interact with each other. By understanding and being open to those intersections, leaders are better equipped to support their staff as an Intersectional Ally. This workshop includes interactive exercises and discussions for leaders to immediately use the tools of allyship and take these best practices back to their organizations.

## **By attending, you will:**

1. Understand the terms Intersectionality and Intersectional Allyship and how they show up in the workplace
2. Explore the impact and importance of intersectional allyship
3. Learn tools for allyship that take into account the full person and put them into practice

This presentation aims to inspire participants to utilize their unique privileges and power to offer allyship to diverse communities within the workplace while being mindful of the intersectional identities of their team.

## **Format Options:**

- **In-person:** 90-minute, instructor-led, in person
- **Virtual:** 90-minute, instructor-led, virtual on Zoom or Teams

## **Pricing Range:**

- \$1,000 - \$1,250



## Soup or Salad?

How to Avoid the Melting Pot of Assimilating Workforces

Photo by: August de Richelieu

In every job there is an expectation to “fit in.” There are policies, procedures, employee handbooks, and codes of conduct that you must follow. On top of the written expectations, many workforces have an unwritten rule that encourages you to assimilate to the existing environment. Too often, we get lost in the “soup” by being the supportive team player. By assimilating to the existing culture, it’s easy to forget our own values, strengths, and identity. We blend into the melting pot and never stir it for fear of retaliation or negative reviews. It’s time to set a new expectation. Let’s step into our power, with our own minds, our own goals, our own mission statements, and stand out as our authentic selves as someone of value. Let’s create a culture where everyone is encouraged to show up as their authentic selves and appreciate the diverse collection of individuals who all bring their unique skills to the table. Much like a salad, every ingredient stands out with unique textures, colors, and flavors. We work together to create a healthy meal without losing ourselves in the mix. So, what will it be, soup or salad?

### By attending, you will:

1. Learn how a diverse workforce can enhance creativity and innovation and increase employee engagement and productivity.
2. Explore new ways to promote cultural awareness and sensitivity and how to encourage open communication and collaboration.

This presentation was designed to inspire participants to shift from the traditional melting pot mindset of “culture fit” and explore the mindset of “culture add” in the workplace to create and maintain an inclusive and diverse workforce.

### Format Options:

- **In-person:** 60-minute, instructor-led, in person
- **Virtual:** 60-minute, instructor-led, virtual on Zoom or Teams

### Pricing Range:

- \$500-\$1,000



# Racial Healing in the Workplace: Creating Safe and BRAVE Spaces for Employees

Photo by Diva Plavalaguna

The *National Day of Racial Healing* launched on January 17, 2017 to meet the ongoing needs of communities who continue to face racial discrimination, harassment, injustice, and inequity. Each year since, the day following Martin Luther King, Jr. Day marks the National Day of Racial Healing, a time where communities come together to inspire positive action toward a more equitable nation. As this is just one day out of the year, this training offers time for leaders and employees to come together for racial healing in the workplace. In this training you will receive tools that you can incorporate into your workplace procedures to encourage safe and BRAVE spaces for all individuals.

## **By attending, you will:**

1. Define safe and BRAVE spaces and learn how to create and foster them in the workplace.
2. Learn about the impact of racial healing on employee well-being.
3. Explore strategies to host Racial Healing conversations with your team.

This training aims to provide participants with the tools and confidence to lead effective conversations around race within the workplace, especially at times of strife.

## **Format Options:**

- **In-person:** 60-90-minute, instructor-led, in person
- **Virtual:** 60-90-minute, instructor-led, virtual on Zoom or Teams

## **Pricing Range:**

- \$500-\$1,250

# “Say What?” The Art of Effective Communication

Photo by fauxels



The actual words we use are only 7% of all communication. What happens to the rest? In this workshop, attendees will learn about the art of effective communication. We will introduce the “OARS” (Open-Ended Questions, Affirmations, Reflective Listening, Summarization) framework and lead a demonstration or interactive exercise (depending on format / time). In the longer sessions, participants will have the opportunity to practice through role-playing in small groups. Also reviewed are the three components of communication and their influence on our ability to connect with others. This topic can be offered as a 60-minute workshop without the interactive exercise of role playing, but it is most effective as a 90-minute or 3-hour workshop.

## **By attending, you will:**

1. Gain an understanding that effective communication extends beyond just spoken words and explore the significance of non-verbal cues and other components of effective communication.
2. Become familiar with the "OARS" framework, which includes Open-Ended Questions, Affirmations, Reflective Listening, and Summarization as tools for effective communication.
3. Learn about the three components of communication and their influence on building connections with others and understand how verbal language, tone of voice, and body language interact to convey messages effectively. You will learn to recognize and leverage these components in your own communication efforts.
4. In longer sessions, participants will have the opportunity to practice the "OARS" framework and other communication techniques through role-playing in small groups.

This training aims to equip participants with a holistic understanding of effective communication, introduce them to a practical framework, and provide opportunities for hands-on practice to enhance their communication skills.

## **Format Options:**

- **In-person:** 1-3-hour, instructor-led, in person
- **Virtual:** 1-3-hour, instructor-led, virtual on Zoom or Teams

## **Pricing Range:**

- \$500 - \$3,000



# Effective Time Management

Photo by Anna Shvets

Our relationship with time and how effective we are in managing time is at the top of the list of stressors for us all! This presentation will offer leaders and employees ways to better manage their time in the workplace along with balancing work and life activities. Some of the techniques reviewed include: the Eisenhower Matrix, the Pomodoro Technique, the Alpen Method, and the SMARTIE technique. Also included are topics such as prioritizing tasks, reducing distractions and creating productive work- life environments. Discussion will take place about procrastination and how to minimize its occurrence. For managers and supervisors, this workshop is most effective as a 3-hour workshop to incorporate interactive exercises and opportunity to put what is learned into practice.

## **By attending, you will:**

1. Gain an understanding of the connection between time management, stress, and overall well-being and learn how effective time management can reduce stress and enhance work-life balance.
2. Explore various time management techniques, including the Eisenhower Matrix, the Pomodoro Technique, the Alpen Method, and the SMARTIE technique.
3. Learn practical strategies for implementing time management techniques in your workplace and personal lives.
4. Engage in discussions about procrastination, its causes, and strategies to minimize its occurrence. You will develop an awareness of common procrastination triggers and how to overcome them to improve time management.

This training is designed to empower participants with the knowledge and tools necessary to enhance their time management skills, reduce stress, and achieve a better balance between their professional and personal lives, with a focus on practical strategies and applications.

## **Format Options:**

- **In-person:** 2-3-hour, instructor-led, in person
- **Virtual:** 2-3-hour, instructor-led, virtual on Zoom or Teams

## **Pricing Range:**

- \$1,000 - \$3,000