

Fall 2009 - Spring 2010 Learning Programs



SUCCESS

COMPETENCY	PROGRAM	AUDIENCE	DATES
Integrity	Crucial Conversations	All Staff	October 28 March 23
Integrity	Power of Trust	Supervisors/Managers	September 23 March 18
Integrity	Networking: Increase Your "Influenceability"	Participants of "Leadership through Influence"	November 18
Mission	Dealing with Challenging Guests	All Staff	October 1 April 29
Mission	Beyond Service Excellence	All Staff	October 21 April 8
Mission	Leading Service Excellence	Supervisors/Managers	October 22 April 9
Accountability	Coaching for Performance Improvement of Exempt Staff	Supervisors / Managers	October 7 April 22
Accountability	Counseling & Corrective Action of Nonexempt Staff	Supervisors	October 30 March 30
Accountability	Effective Performance Reviews	All Staff	September 22, 29 October 2 December 11 January 14
Accountability	Endeavor Mid Year Performance Review Process	All Staff	September 21 September 28
Accountability	Performance Management Process -New Exempt Hires	New Hires	October 20 January 12 March 11
Accountability	Performance Management Process -New Nonexempt Hires	New Hires	October 20 January 12 March 11
Teamwork	Dynamic Communication	All Staff	October 6 February 9
Teamwork	Meeting Management	Meeting Leaders	January 20
Teamwork	RESPECT at Work - Leaders	Supervisors/Managers	October 8 February 11
Teamwork	RESPECT at Work - Staff	All Staff	Oct 23 ; Nov 17 Jan 13 ; March 25
Excellence	Developmental Dialogues	Supervisors/Managers	November 10 January 19
Excellence	Managing My Career	All Staff	November 5,12, 19,Jan 21, Feb 4, 18
Excellence	Networking for Career Success	All Staff	November 18
Excellence	Speak Up!	All staff	October 13 December 10 February 18; April 7

**You've
set
your
goals
and
mapped
out
your
development
plan.
Here
are
tools
to
help
you
SUCCEED.**



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NOTRE DAME**

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