

# LEADERSHIP CONCEPTS

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WILLIAM D. MORGAN, PSY.D.

## SEMINARS, PRESENTATIONS AND WORKSHOPS

### **Increasing Personal and Career Effectiveness**

Everyone has strengths and weaknesses. The challenge is to grow, develop, and increase effectiveness in career and personal life by leveraging strengths and addressing areas of needed development. This presentation explains how participants can increase self-awareness, target areas for development, and go about enriching their lives and career success by developing their personal and professional competencies.

### **Emotional Intelligence In the Workplace**

IQ and technical skills are important, but emotional intelligence is an even more critical qualification for success in the contemporary workplace. Issues discussed in this presentation include: What is Emotional Intelligence? How is it evaluated and assessed? How can you develop competencies in emotional intelligence? Participants will learn how to increase their chances for personal and career success.

### **Achieving Work-Life Balance**

This presentation will help business and professionals at all levels understand the often delicate balance between our personal and professional lives and how they can achieve work objectives and personal fulfillment to everyone's benefit.

### **Mental Fitness: How to Stay Calm and Productive Under Pressure**

Pressure abounds in many contemporary workplaces. Home life and relationships have their challenges too. This presentation explores what stress and negative emotions are all about, and how you can maintain emotional balance even during those times when life and work circumstances are challenging and difficult.

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## SEMINARS, PRESENTATIONS AND WORKSHOPS, PAGE TWO

### **Understanding Your Work Personality—How it Helps You and How it Holds You Back**

Everyone has their personality style, each with its pluses and minuses. In this program, participants sharpen their understanding of their work style, and how they can take who they are and use that to do their work in more effective and satisfying ways.

### **Blocks to Success in Work and Career**

Why do many people fail to reach their full potential in their job or career? This presentation focuses on several reasons talented people plateau in their work and what can be done to get freely moving to greater success.

### **Living and Working with Vision**

Living and working with vision clarifies purpose and direction in life, and empowers individuals to take action toward their best life and work. This presentation shows how participants can clarify and fulfill their own personal vision and live life more “on purpose.”

### **Dealing with Out-of-Control People**

What do you do when a stressed-out co-worker is having an “emotional meltdown?” This program brings understanding to why different people may “lose it” at work and how to handle the situation.

### **Why People Don’t Follow Through...and What You Can Do About It**

Procrastination can stymie achievement and productivity. Few things can hinder success and effectiveness more than inaction. This presentation explores the causes of a lack of follow-through, and how to deal with them.

### **Understanding and Assisting the Special Needs Employee: ADHD and Learning Disabilities**

Participants learn about the impact of Attention Deficit Hyperactivity Disorder and learning disabilities on employees and what can be done to help. A competency-based approach to managing ADHD and LD in the workplace is presented.

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## SEMINARS AND WORKSHOPS, CONTINUED

### **Diversity in the Workplace**

This interactive workshop presents the case for cultural sensitivity in the workplace, enlarges cultural awareness and understanding, and gives practical communication strategies to create a positive atmosphere. Special attention is given to handling delicate issues skillfully.

### **Effective Executive Presentation Skills**

Focused training in power presentation skills including audience analysis, structuring a presentation, vocal and visual presence, use of visual aids, and Q & A. Experiential practice and feedback, including many easy to use tips and techniques.

### **Etiquette for Leaders**

Demonstrating proper etiquette leads to more powerful presence. This workshop discusses the advanced social skills we all need to master to project a positive, professional image.

### **Presentation Skills Training**

One-on-one training/coaching in powerful presentation skills. An excellent way to improve overall speaking skills or prepare for that challenging presentation. Includes assessment of needed areas of development, training in specific skills, feedback, and coaching.

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## TEAM BUILDING WORKSHOP

Work groups can achieve far more when they function as a team, whether made up of executives, middle managers, front line supervisors, or other employees. The absence of teamwork limits an organization's or department's effectiveness. This program promotes better team functioning through increased understanding, acceptance, and recognizing individual strengths. This half-day to one-day interactive workshop is presented to work groups with follow-up coaching available. Alternatively, leaders can be trained in developing enhanced teamwork with their team, or to facilitate the formation of a new team.

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