

Webinar & Training Catalog



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AllOne Health offers a robust catalog of on-site training, webinar and online learning opportunities to improve engagement and support organizational goals.

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Service Delivery Guidelines

Thank you for allowing AllOne Health to journey alongside you to facilitate the optimal performance of your employees. Please find below the terms and conditions of the learning events and our respective areas of responsibility. These terms have been designed to ensure that we and our facilitators are able to offer you quality services.

Pricing:

- Standard learning events can be purchased through your allocated bank of training hours, or on a fee-for-service basis.
- All prices quoted for customized learning events have a validity of six months.

Terms & Conditions:

For the delivery of standard learning events, our training team will facilitate on-site or virtual learning events and will:

- At least five business days prior to the session, our Events Specialists team will provide final confirmation of the facilitator (with contact details). Three business days prior to the session, our Events Specialists team will ensure the training facilitator contacts the local point of contact to introduce themselves and discuss logistics for the day.
- Five days after the session, our Events Specialists team will provide an attendee report and satisfaction survey.

Client Will:

- Provide a minimum of ten (10) attendees.
- Provide a minimum of four (4) weeks' notice for standard learning event requests.
- Provide a minimum of six (6) weeks' notice for customized learning event requests.
- Ensure the learning event announcement gets circulated to potential participants well in advance to allow for participation.
- For an onsite learning event, provide a training room and equipment, such as a laptop, projection system, flip chart, etc. Please notify us well in advance if this requirement cannot be met.
- For an onsite learning event, print and provide handouts to all participants.
- Provide participants with any pre-work learning material, should a learning event include this content as a part of the training.
- Inform us of security clearance requirements, and other documentation required to ensure trainers are able to access their training venue/online event.

Cancellation Policy:

- Cancellation more than seven business days before the learning event date(s) is at no charge.
- Cancellation within three to seven business days of the learning event date(s) is subject to 50% (\$150.00) of the value of the service(s) scheduled.
- Cancellation within one to two business day of the learning event date(s) is subject to 100% of the value of the service(s) scheduled.
- All cancellations will incur the full charge of non-refundable, pre-agreed travel expenses and pre-agreed preparation hours (if applicable).
- All cancellations of customized learning events after the customized content have been developed will incur the full charge of the development, customization, and translation fees.

Request:

- Email service-do@allonehealth.com
- Call the helpline at **888-993-7650**

Please contact your account manager with any further questions.

Online



Employee Topics

Advanced Communication Skills that Foster Collaboration & Teamwork

This practical presentation covers several key interpersonal skills that help strengthen workplace relationships including learning to focus the needs of others, how to respond instead of react during conflict, and ways to amicably resolve disagreements.

Advanced Strategies for Managing Time, Stress, & Relationships

This important session is designed to help individuals to enhance both their personal and interpersonal success in the workplace. Topics to be discussed include the keys to planning and prioritizing time, effective methods for coping with and managing stress, and several core communication skills that help to strengthen relationships, work collaboratively with diverse clients and coworkers, and better handle difficult conversations and conflict.

Budget Boot Camp!

This topic is available in one session to three sessions that are designed to help uncover habits, attitudes and myths that help people to have more control over their finances and money choices. This hands-on topic creates an engaging group discussion, one-on-one reviews of finances, and focuses on the impact of keeping a spending plan.

Building a Culture of Respect

This important session focuses on building awareness in staff of the attitudes, emotions, behaviors, etc. that create barriers to a respectful workplace culture; and providing self- management and interpersonal skills training that will lead to more openness, effective communication, greater collaboration, and better management of differences at the office.

Buying Your First Home

Homeownership can be a daunting process, especially if it is a first home! This session will deliver on providing a gameplan on necessary steps required to navigate the process, understand the components involved with finding the right financing, credit scores and calculating tax and insurance requirements.

Caregiver Excellence

This stress management and relationship management skills presentation is designed to enhance the personal wellness and professional effectiveness of caregivers. The presentation discusses several proven stress management strategies, tips for communicating more effectively with those we are caring for, and how to deal with compassion fatigue.

Communicating Effectively in a Diverse World

This dynamic presentation takes an insightful look at the challenges of interacting with different types of people (different cultures, generations, personality types, etc.), and offers several practical strategies for maintaining quality relationships with all.

Coping During Financially Stressful Times

One of the most common sources of stress, finances can sometimes seem overwhelming. This training breaks financial stress down into manageable topics, starting with common sources of financial stress. Trainees will learn both stress- and money-management skills, including both proactive and in-the-moment strategies for financial and mental well-being.

Credit Makes “Cents”

A credit rating is important in our modern consumer society. This session discusses how your credit score is calculated and ways in which you can work to improve it over time. We discuss the collections process, judgments, bankruptcy, and consumer rights laws.

Cryptocurrency 101

Digital currency has become a common means of payment in our modern consumer society, and yet many laypeople have little to no knowledge about how this technology operates. This session will provide basic information on how Cryptocurrency works and describes various methods of their applications.

Customer Service Excellence

This important session reviews core customer service values, barriers to providing great service, and the attitude necessary to successfully meet the needs of customers. The presentation also discusses customer service excellence skills including active listening, calmly responding instead of emotionally reacting, and how to de-escalate angry customers.

Emotional Intelligence at Work

Our emotions can bring us joy and happiness, but also pain and frustration if we don't manage them well. This important presentation discusses the steps necessary to building and maintaining a balanced emotional life at work to achieve greater levels of success.

Emotional Management in Relationships: How to Respond Instead of React

This important presentation provides an overview of the emotional self-management skills necessary to have effective interactions with others. The session discusses ways to identify our feelings, be sensitive to the feelings of others, and manage our emotions so that we don't overreact during conversations.

Exploring Your Money Personality

This financial presentation goes beyond the common themes around the 'Spender versus Saver' mentality and dives deeper into behavior as it relates to motivations, triggers and emotions around budgeting and spending and how the consequences impact our financial lives.

Financial Freedom: Living Debt Free!

This Session discusses methods to eliminate debt by identifying various tools that can help you become debt free. Whether it's a personalized plan, or getting the assistance from an outside party, this session helps shed light on reputable ways to become free of credit and loan debt by avoiding frauds and scams.

Finding Balance in a Fast-Paced World

This timely presentation is designed to help individuals gain valuable insight into the emotional and physical problems that can occur when we let our lives get out of balance. The session also covers several practical strategies that employees can utilize to restore balance and live happier, healthier and more productive lives.

Four Steps to Better Workplace Relationships

This session discusses the importance of workplace relationships and suggests four practical strategies for strengthening them to reduce conflict, improve teamwork, and increase job satisfaction.

Four Steps to Maximizing Your Potential

This practical presentation provides a roadmap to help individuals focus on further developing their unique strengths and abilities including: assessing their talents; embracing the full value of them; identifying opportunities to use them in greater ways; and planning for their use in meeting the needs of others.

Four Steps to Resolving Conflict and Restoring Relationships

This presentation takes a practical approach to identifying the needs of each person, gaining understanding of the other person's position and goals, assessing the potential for compromise, and how to agree to disagree. In addition, the session reviews key interpersonal communication approaches and skills crucial to maintaining, and, if necessary, restoring the relationship to ensure good teamwork in the future.

How to Adjust to Returning to the Physical Workplace

As employees prepare to return to the physical workplace, they may experience anxiety about their health and safety and have concerns about the many changes that have occurred since the pandemic began. This timely session will provide helpful strategies that will help individuals more effectively transition back into working onsite, cope with changes, and re-engage with their colleagues.

How to Become More Resilient During Challenging Times

During these unprecedented times, employees have been faced with many stressful challenges. Increasing our resilience can be a key strategy to successfully coping with and managing the stress and pressure we face. This timely session discusses several approaches that can help individuals to increase their resilience and maintain their health and effectiveness day to day.

How to Better Manage Stress at Work

The demands of the 21st century workplace create stress for most of us. This practical session teaches individuals to better manage stress by reframing their perceptions of workplace challenges, developing healthier self-talk, avoiding over-reacting to situations, and reducing self-defeating behaviors.

How to Build Positive Workplace Relationships

This important session discusses the importance of workplace relationships and identifies the barriers to building strong bonds between coworkers. In addition, the presentation covers four core strategies for maintaining great relationships to reduce conflict, improve teamwork, and increase job satisfaction.

How to Change Your Perspective to Better Cope with Stress

This session discusses strategies for managing the way we look at and think about the stressful situations in our lives to improve our stress management capabilities and coping skills.

How to Cope with Change and Uncertainty

As the pandemic continues, many individuals are facing significant stress, changing circumstances, and uncertainty. This important session discusses several practical strategies for managing stress, adjusting to change, and coping with a future that may seem unclear.

How to Deal with Anxiety in the Midst of Stressful Circumstances

This past year, our world has been faced with a series of difficult and stressful circumstances that have left many of us feeling anxious. This timely session discusses several practical approaches to dealing with anxiety including managing our self-talk, expressing our emotions, and seeking appropriate support from others.

How to Get the Most from a Mentoring Relationship

This informative session provides mentees with an overview of how to set goals for the mentoring process, suggest approaches for establishing a great connection with your mentor, and offer strategies for maximizing the benefits you can gain from mentoring sessions.

How to Handle Extremely Stressful Circumstances

This important session discusses several strategies for handling the extremely stressful circumstances (trauma, loss, significant changes, etc.) that we experience at times in our personal or professional lives. These strategies include managing our thinking and our emotions, increasing our resilience, and making necessary adjustments.

How to Live a Mentally Healthy Life in the 21st Century

This important session covers some of the core strategies that can help individuals to live lives that are mentally healthy, enjoyable, and productive. These strategies include how to maintain a positive attitude, enhance emotional intelligence, and maximize personal resilience.

How to Maintain a More Positive Mindset

This important presentation discusses how to intentionally embrace a more positive mindset, including strategies for improving self-talk, managing emotions, and responding more effectively to challenging circumstances.

How to Maximize Productivity and Job Satisfaction While Working Remotely

This timely session reviews the benefits and challenges of working from home and provides several tips and strategies that can help remote workers to maximize productivity and job satisfaction. Areas to be discussed include identifying the best workspace, planning/structuring your day, self-discipline, managing distractions, and meeting your personal/social needs.

How to More Effectively Manage Our Thoughts and Emotions

We all have intense or negative thoughts and emotions at times. If we don't manage them well, they can interfere with our peace of mind and enjoyment of life. This important session discusses strategies for improving our self-talk and emotional self-management skills to brighten our moods and enhance our ability to communicate effectively with others.

How to More Effectively Respond to Stressful Situations

During these difficult times, stress levels have been higher than ever for many of us. This practical session provides several suggestions for managing our reaction to stressful situations, including being more intentional about stress management, increasing our emotional intelligence, and more effectively utilizing our personal and professional support system.

How to Provide Great Customer Service During Stressful Times

When employees are feeling stressed, it can be more difficult to utilize their best interpersonal skills when interacting with customers and colleagues. This timely class discusses several practical self-management strategies and advanced communication skills necessary to interact effectively with customers during stressful times.

How to Respond Effectively to Difficult People

This session shares valuable insights into the mindset of difficult to get along with individuals, and provides several practical considerations and strategies for responding more effectively to them. Covered topics include how to manage your own stress response, ways to stay positive during negative interactions, and proactive approaches to dealing with difficult people in the long-term.

How to Successfully Transition to Working from Home

This timely session reviews the benefits and challenges of working from home and provides several tips and strategies that can help remote workers to maximize productivity and job satisfaction. Areas to be discussed include identifying the best workspace, planning/structuring your day, self-discipline, managing distractions, and meeting your personal/social needs.

How to Take More Initiative in Your Work

Employees who take initiative are highly valued by their organizations. This dynamic presentation explores the attitudes and habits necessary to become an individual who goes above and beyond to maximize his/her own productivity.

How to Thrive in a Multi-Generational Workplace Environment

This session discusses the differences between the five generations in today's workplace, and provides tools to help the participants to better understand and collaborate with colleagues from each.

How to Understand & Deal with Generational Differences

This important topic provides an overview of the differences between the four generations currently in the workplace, and discusses several strategies for communicating effectively between them.

How to Utilize Communication Skills to Maximize Career Success

Many experts agree that good communication skills are vital to career success. This important session discusses the core skills necessary to communicate effectively in both one-on-one and group settings, including emotional intelligence, listening respectfully, having collaborative conversations, and making memorable presentations.

How to Work More Collaboratively with Your Team

This session covers the benefits of collaborative communication, including proactively connecting with colleagues to learn their communication style, approaches for soliciting more input from others, and how to better utilize brainstorming to encourage people to share their thoughts and ideas during conversations and meetings.

Junk Choices: The Influence of Advertising

This session sheds light on our spending culture and how social demands of new technology, advertising and new financial products can place pressure on an individual and family. By identifying ways in which advertisers use media to sell products, it helps bring awareness to the best ways to adapt and shape a personal attitude towards our own finances.

Leadership Skills for Non-Supervisory Staff Members

All staff members can be called on to lead others at one time or another. Whether it be taking the lead on a project or organizing a department function, the ability to lead and influence others is an important skill set. This important session is designed to help individuals that are not currently in a supervisory role to enhance leadership skills such as building strong bonds with colleagues, collaborating effectively on tasks and projects, and resolving conflicts that arise.

Managing Negative Emotions: How to Respond Instead of React

This important session is designed to help individuals better understand and manage their emotions so that they are less likely to overreact while making decisions and/or interacting with others.

Managing the Stress of Change

Our constantly changing world creates stress and difficulty for most of us. This important session provides several techniques designed to help individuals more effectively cope with, and adjust to, the changes in their lives. In addition, the presentation covers strategies for increasing the overall resilience of the participants.

Managing the Stress of Relationships

This session discusses the stress caused by the relationship challenges in our lives and suggests several strategies for improving the quality of our relationships to reduce both stress and conflict.

Managing the Stress of Time and Competing Priorities

This seminar is designed to help supervisors and managers recognize how personal organization and use of time contribute to stress levels. In addition, the presentation offers a practical approach to prioritizing efforts and maintaining focus on the most important activities in our work and lives to reduce stress and increase our effectiveness.

Money Matters: Finding Common Ground in a Relationship

Finances can be a concern in most relationships. This session invites both spouse/ partner to attend and focuses on financial triggers that can impeded a relationship from moving forward. We work to determine our 'money personality' and talk about methods that you can use to help find common ground in budgeting finances.

Preventing & Overcoming Burnout

This important workshop takes a practical look at the causes of burnout and provides several life management strategies that can help individuals to improve their health, regain motivation, and increase life satisfaction. Strategies include building resilience, time and stress management, and identifying and pursuing our life's purpose.

Relationship Excellence

This relationship skills presentation is designed to enhance collaboration, teamwork, and customer service. The presentation covers the barriers to effective communication, effective listening skills, and practical approaches to resolving conflict.

Retirement 101

Retirement is an important life transition, but many of us are confused or aren't properly prepared for it. This session involves answering common questions about retirement, providing clarity around the retirement process, and discussing actionable steps to prepare for this new stage.

Strengthening the Team

This interactive session is designed to provide supervisors and team members with practical strategies for building stronger interpersonal bonds and creating a more positive workplace environment in the department. The session discusses the barriers to creating a positive team environment, the basics of working effectively with interpersonal differences (personalities, generations, etc.), and several core communication approaches that are key to strengthening relationships among team members.

Stress & Its Impact on Your Health

This seminar takes a practical look at the effect stress has on individuals mentally and physically, along with helpful strategies for listening to internal alarm systems and proactively implementing stress management techniques that can improve health, productivity, and life satisfaction.

Successful Approaches to Difficult Conversations

Successful people have the ability to skillfully discuss difficult or stressful topics with their colleagues and customers. This important presentation provides several practical strategies for having these challenging conversations more effectively including building connections with others, being more collaborative in our approach to interactions, and handling disagreement respectfully.

The Four Keys to Handling Pressure

The challenges of 21st century life place constant personal and professional demands on individuals trying to succeed in the workplace. This practical seminar will empower employees to better manage their perceptions of what confronts them, develop healthier self-talk, avoid over-reacting to situations, and reduce self-defeating behaviors.

The Keys to Great Employee-Supervisor Communication

Great employee-supervisor relationships are built through great communication, including the ability to skillfully discuss difficult or stressful topics together. This important presentation provides several practical strategies for maintaining effective communication including building strong connections with our colleagues and superiors, being more collaborative in our approach, and handling disagreement respectfully.

The Keys to Managing Negative Emotions

Everyone experiences negative emotions from time to time. The challenge is to manage them, and not let them manage you. This important seminar explores several practical strategies for managing negative emotions such as frustration, resentment, guilt, and fear.

The Keys to Thriving in the Ongoing Pandemic & Beyond

As our world evolves into a “new normal” the need for people to adjust to changes and learn new and different ways of handling their daily responsibilities continues. This timely session will focus on several important areas that can help individuals to succeed as the pandemic continues, including how to effectively adjust to change, methods for maintaining a positive mindset, strategies for interacting more effectively with others, and ways to capitalize on new opportunities.

The Savvy Spender

Identifying and implementing new creative ways to save money and the new technologies available to stretch your dollar are the focus of this session. From reviewing different web links, to the pros and cons of bulk buying, to avoiding impulse buying, to how to spot a scam are all discussed in an interactive group setting.

The Psychology of Money

An engaging financial presentation that explores how our behaviors and emotions impact the financial balance in our lives. Discussion revolves around how the brain can activate stress hormones or ‘feel good’ hormones and how we can rewire our thinking to focus on healthier financial habits and behaviors around money to become more financially empowered.

The Seven Habits of Highly Effective Employees

Successful employees share many common traits such as integrity, a positive attitude, good interpersonal skills, and a strong work ethic. This dynamic presentation provides an overview of these and other characteristics important to career success, and outlines several strategies for integrating these traits into our own lives.

Warning! Identity Theft Is Real New

This session is for anyone that has concerns around identity theft and fraud. Whether you have been a victim or want to learn more about ways to protect yourself. This session will detail how identity theft works, specific areas that you can employ to protect your identity and tips you can use to create a solid overall plan to avoid any potential hardship.

Your Attitude Determines Your Altitude

This dynamic presentation explores the importance of a good attitude, and its impact on our health and career success. It includes insight into the components that make up our attitudes (beliefs, thought patterns, emotions, etc.), as well as some practical tips for making improvements.

Manager/Supervisor Topics

Advanced Coaching Skills for Leaders

Research shows that employees are more motivated and productive when their supervisor utilizes a collaborative coaching approach during their day-to-day interactions. This practical presentation reviews the communication skills necessary to have effective coaching interactions, and discusses using a collaborative coaching approach in key situations including assigning work, managing performance, and solving problems.

Advanced Communication Skills that Improve Employee Motivation

This practical session covers several advanced interpersonal skills that can help managers to strengthen relationships with employees to improve their motivation. Skills to be discussed include identifying the needs of individual employees, empathic listening, strategies to use in coaching conversations, and ways to provide effective employee recognition.

Building a Culture of Respect: The Keys to Creating a Collaborative & Engaged Work Team

This important session focuses on building awareness in managers of the attitudes, emotions, and behaviors that create barriers to a respectful and engaging workplace culture. The presentation also provides self-management and interpersonal skills training that will lead to more openness, effective communication, greater collaboration, and better resolution of differences at the office.

Case Studies in Effective Leadership Coaching

This hands-on workshop gives participants the opportunity to practice their coaching skills in several common management situations including performance management and progressive discipline.

Communicating Effectively with a Diverse Team

This important presentation takes an insightful look at the challenges of interacting with different types of employees (different cultures, generations, personality types, etc.), and offers several practical strategies for maintaining quality relationships with all.

Creating a Culture of Improved Employee Engagement

This dynamic presentation provides several practical strategies that supervisors can utilize in their day-to-day management approach to improve employee engagement and motivation. The session discusses methods for identifying the needs and interests of staff and techniques for getting them to buy into and work towards the accomplishment of organizational goals.

Creating an Environment that Encourages Employee Growth & Development

Employee engagement increases in an environment where individuals are encouraged to grow and develop as professionals. This presentation discusses strategies for creating and implementing a career development plan for each staff member.

Emotional Intelligence for Supervisors

Our emotions can bring us joy and happiness, but also pain and frustration if we don't manage them well. This important presentation discusses the steps necessary for supervisors to build and maintain a balanced emotional life at work to improve relationships with employees, and achieve greater levels of success as a leader.

Five Steps to Building Trust with Your Team

This session covers the most important management practices that build trust with individual employees and teams, including "walking the talk", acknowledging mistakes, and providing hope for the future.

Helping Your Employees Adjust to Change

In today's constantly evolving world, change management is a crucial skill for supervisors. Employees going through difficult changes can experience frustration and a loss of productivity. This session discusses the stages of change and provides strategies that managers can utilize to help their employees effectively cope with and adjust to change.

Helping Your Team Find Work-Life Balance During Stressful Times

During these difficult times many employees are experiencing higher levels of stress. This important session provides supervisors, managers, and HR professionals with practical strategies to help them to encourage individuals to live more balanced lifestyles so they can remain healthy and productive.

How to Become a More Effective Manager

This important session provides a comprehensive overview of the management and leadership skills necessary to be a supervisor that can effectively motivate and engage a work team. Skills to be covered include employee relationship development, teambuilding, coaching, performance management, and conflict resolution.

How to Better Manage Stress in Your Organization

This important presentation takes a deeper look into the impact that today's stress levels are having on employees and their organizations. The session provides several practical stress management strategies that can help to improve the overall health and productivity of both individuals and teams.

How to Effectively Coach Employee Performance

Employees respond better to managers that coach and encourage, rather than dictate and micro-manage. This important session provides managers with insights into what motivates their employees, shares strategies for becoming more of a "coach" than a "boss", and provides techniques for utilizing a coaching approach to improve employee engagement and performance.

How to Effectively Delegate Tasks & Responsibilities

The ability to delegate is a key skill for every leader. This important session discusses the process of delegating and how to do it in a way that's motivating to employees and achieves good results.

How to Effectively Onboard and Engage Your Employees

Creating high-quality onboarding experiences for new employees is a key to building an engaged work team. This practical presentation discusses several strategies for effectively onboarding, engaging, and retaining your employees.

How to Effectively Supervise a Hybrid Work Team

This important session reviews the core management and leadership skills necessary to ensure that hybrid employees are engaged and productive. Covered topics include methods for keeping hybrid workers more connected, suggestions for establishing a consistent communications rhythm, and strategies for coaching and managing hybrid worker performance.

How to Effectively Supervise a Remote Work Team

Supervisors who are responsible for managing remote workers face several unique challenges. This important session reviews the core management and leadership skills necessary to ensure that remote employees are engaged and productive. Areas to be discussed include methods for keeping remote workers connected, the importance of establishing a communications rhythm, and strategies for effectively coaching and managing remote worker performance.

How to Give Difficult Feedback to Your Employees

Successful leaders have the ability to skillfully discuss difficult or stressful topics with their employees. This important presentation provides several practical strategies for having these challenging conversations more effectively including building connections with employees, being more collaborative in our approach, and handling disagreement respectfully.

How to Help Your Staff Cope with Change and Uncertainty

As the pandemic continues, many individuals are facing significant stress, changing circumstances, and uncertainty. This important session provides supervisors and managers with several practical strategies for helping their employees to better manage stress, adjust to changes, and cope with an uncertain future.

How to Hire the Right Employees

Having a strong work team begins with hiring the right people. This session covers identifying the profile of the ideal hire for your team (technical skills, character, interpersonal skills, etc.) and behavioral questions to ask during interviews to help supervisors to determine if a candidate truly fits the profile. The presentation also discusses the process of getting multiple opinions before making a hiring decision.

How to Lead a Team that Provides Great Customer Service

This dynamic presentation will help leaders to prepare their employees to consistently provide great service to both internal and external customers. Covered topics include how to make providing great customer service a team mission, ways to teach customer service skills to your staff, and strategies for coaching employees that fall short of your customer service expectations.

How to Maintain a Mentally Healthy Workplace Environment

This timely presentation provides an overview of the elements that make up a mentally healthy workplace environment including an inclusive culture, respectful relationships, supportive leadership, and employee wellbeing.

How to Motivate a Multi-Generational Work Team

Employees who grew up in different time periods can have different values, priorities, and communication styles. This important presentation explores those differences and suggests strategies for effectively motivating employees from each generation.

How to Motivate, Engage, and Retain Your Staff

This important session focuses on providing supervisors and managers with several practical strategies to help them to more effectively connect with, motivate, and engage their teams. The strategies/skills to be discussed include building great relationships with employees, providing consistent recognition/appreciation, and assessing the satisfaction and engagement levels of your team.

How to Motivate Your Employees

Motivated employees are engaged and productive. This important session discusses research on employee motivation, identifies the three primary needs that employees seek to meet at work, and discusses management approaches to help create and maintain a motivated team.

How to Prevent Bullying in the Workplace

This important presentation is designed to help managers and supervisors to better understand bullying behavior, what typically motivates it, and the different forms it takes. The session also provides several strategies that leaders can utilize to build a more respectful culture that can help prevent bullying from occurring.

How to Prevent Harassment in the Workplace

This important presentation is designed to help HR personnel, supervisors, and employees to better understand harassing behavior, what typically motivates it, and the different forms it takes. The session also provides several strategies that can be used to build a more respectful workplace culture to help prevent harassment from occurring.

How to Respond Effectively to Difficult Employees

This session shares valuable insights into the mindsets of difficult to manage individuals and provides several practical considerations and strategies for effectively interacting with them. Covered topics include how to manage your own stress response, ways to stay positive during challenging conversations, and proactive approaches to dealing with difficult employees over the long-term.

How to Support Your Employees as They Return to the Physical Workplace

As employees return to the physical workplace, they may need extra support to deal with the many changes that have occurred since the beginning of the pandemic. This important session provides supervisors with several proactive strategies they can utilize to help their employees to effectively transition back to working in the physical workplace, including establishing a more consistent communications approach, and tips for helping them to cope with stress and adjust to changes.

How to Use Employee Recognition to Increase Productivity

This session provides an overview of the current best practices in employee recognition and motivates leaders to be more proactive in utilizing recognition to maximize the productivity of their staff members.

Maintaining Effective Communication Channels

This important session discusses several practical approaches to maintaining consistent two-way communication with your team – as a group and with each individual employee. The session includes a process for including employees in team plans and goals to gain buy-in, the importance of team brainstorming meetings, and several strategies for facilitating effective one-on-one meetings.

Managing the Stress of Time and Competing Priorities

This seminar is designed to help supervisors and managers recognize how personal organization and use of time contribute to stress levels. In addition, the presentation offers a practical approach to prioritizing efforts and maintaining focus on the most important activities in our work and lives to reduce stress and increase our effectiveness.

Moving from Manager to Leader

This important presentation discusses the key differences between being a manager and a leader and provides several strategies for becoming more of a leader on a day-to-day basis. Covered topics include core leadership goals, the mindset of effective leaders, the importance of using a collaborative approach, and methods for motivating your team.

Presentation Skills for Supervisors

This practical presentation is designed to provide an overview of the basic elements necessary to give effective presentations. Covered topics include developing your message, interacting effectively with your audience, and how to prepare for delivering your message.

Relationship Excellence for Managers

This practical presentation discusses several of the most important interpersonal skills used by supervisors and managers on a daily basis to maintain an engaged and motivated work team. Covered topics include bonding skills, listening skills, coaching skills, and conflict resolution skills.

Strengthening the Team

This important presentation is designed to provide managers and supervisors with practical strategies for building a strong team environment for their staff. The session discusses the barriers to creating a positive team environment, the basics of working effectively with different personalities, generations, etc., and several communication approaches that are important for strengthening relationships among team members.

The Keys to Creating a Thriving Team Culture

This session is designed to help leaders to better understand the characteristics of a great team culture and provides several strategies for creating and maintaining a workplace environment in which their employees can thrive.

The Four Keys to Handling the Pressure of Being a Manager

The challenges faced by organizations in the 21st century place constant personal and professional demands on managers trying to succeed in the workplace. This important session will empower leaders to better manage the stress that comes with their position, avoid over-reacting to difficult situations, develop healthier self-talk, and reduce self-defeating behaviors.

The Fundamentals of Human Resources for Managers

This class focuses on helping managers to become more familiar with the key areas of human resources that are important in effectively supervising their employees. Covered topics include recruiting/staffing, compensation, interviewing, avoiding discriminatory communication, training, and employee benefits.

The Keys to Effectively Managing Employee Performance

This important session focuses on making managing employee performance an ongoing process instead of an annual event (i.e., the annual review) to maximize productivity. The presentation covers best practices in performance management including collaborating to set goals, utilizing ongoing coaching conversations to keep employees accountable and on track, and how to review completed work to ensure quality.

The Seven Habits of Highly Effective Supervisors

Successful supervisors share many common traits such as a positive attitude, good interpersonal skills, and a strong work ethic. This dynamic presentation provides an overview of these and other characteristics important to employee engagement and retention, as well as, outlines several strategies for integrating these traits into your management style.

Thinking for Success

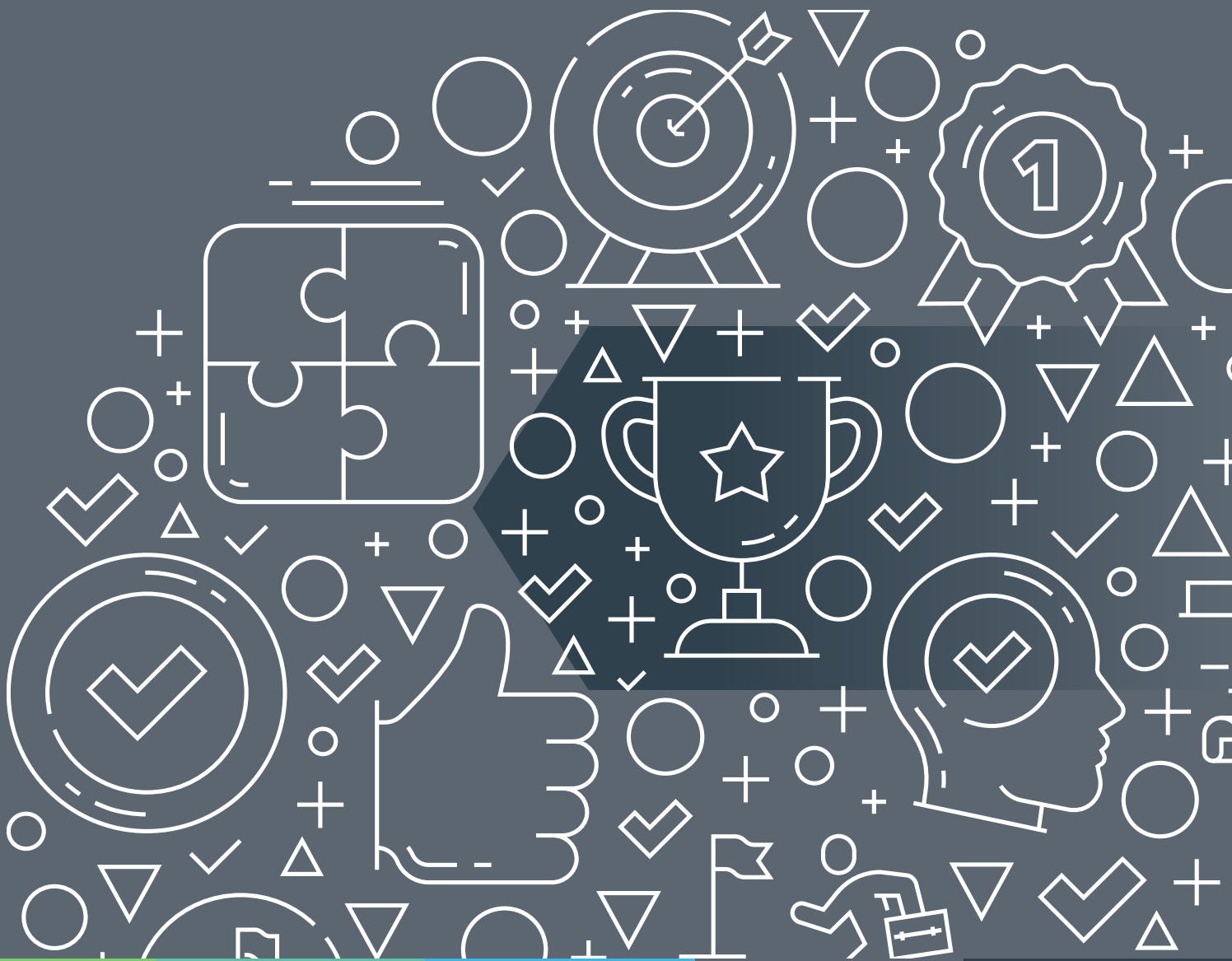
Success in leadership begins and ends with how we think. This important session focuses on helping managers and supervisors to develop the belief systems and thought patterns that create attitudes and behaviors leading to success. The course includes practical exercises that participants can utilize long-term to reinforce positive mental habits.

Transitioning from Staff Member to Supervisor

Making the transition from being a staff member to a supervisor brings unique challenges. This important session provides new supervisors with several practical strategies to help them successfully transition into their new role. Covered topics include the management of existing relationships, the setting of appropriate professional boundaries, and coaching/performance management techniques.

Trainings

In-Person or Online



Management Topics

Bridging Generation Gap

Workplace tensions can arise when people of different generations, working side by side, don't understand each other. Diffuse tension at work by learning about the differences amongst team members of all ages and appreciating those differences. Learn how to interact with members of each generation in a way that suits their work ethic and communication style.

Effectively Addressing Workplace Bullying

A recent survey found that over one third of American workers report being bullied on the job. It's important for employees to learn about the many forms of workplace bullying, as well as how to address this issue and maintain a safe, civilized and productive work environment. Real-life examples will help provide insight into recognizing workplace bullying and what to do in uncomfortable situations.

Foundations of Emotional Intelligence

Emotional Intelligence (EI) refers to skills that define how effectively we perceive, understand, reason with, and manage our effective leadership, enhanced communication, and greater collaboration in the workplace. This topic explores the foundations of emotional intelligence to improve workplace relationships, job satisfaction, and job performance.

Leadership vs. Management

There is a difference between leading a team and managing a team. Leaders are strategically focused. Rather than directing employees through tasks, good leaders inspire and motivate employees to drive themselves. Leaders are adept in the art of emotional intelligence and apply it in a way that attains the best work out of their team. One of the key characteristics of a manager is that they were given their authority by the nature of their role. They ensure work gets done, focus on day-to-day tasks and manage the activities of others. Managers often have a more controlling approach than a leader.

Maintaining a Respectful Workplace

Showing respect towards others includes all aspects of diversity. Organizations are filled with people of different ages, races, genders, religions, backgrounds and interests. This can create challenging situations in the workplace, which managers must learn how to handle for a diverse organization to thrive.

Motivate & Lead

Effective leaders and managers engage the workforce to increase commitment. In a business environment, employee engagement improves productivity and performance. People are not only motivated by personal gain, they can be motivated by feeling like they are contributing directly to organizational goals. Learn how good leaders motivate staff using a variety of skills.

Navigating Challenging Situations

Many people are afraid to confront challenging situations at work for fear of retaliation. There are countless reasons why employees may not feel comfortable addressing sensitive issues with colleagues. "Navigating Challenging Situations" provides tools to recognize difficult situations in the workplace and confront them in ways that are effective and non-aggressive.

Setting SMART Goals

Goal setting is a formal process for personal and professional planning. By setting clearly defined goals on a routine basis, it's easier to move step-by-step towards the realization of those goals and measure progress. Goal setting can create the confidence to aim higher and achieve more.

Supporting Employees Mental Health

This training assists leadership and management to build an awareness and understanding of mental health. It offers insight on factors that may influence behaviors, signs an employee may need support and how to engage in conversation surrounding mental health. The session also describes how the EAP can serve as a resource to provide employees the appropriate assistance to improve productivity and create a better work environment.

Stress Topics

Balancing Work & Family

Many people worry that their family life is suffering at the expense of their job. Employees often feel overwhelmed and report lacking personal and family quality time. This seminar teaches practical solutions for saying "no" to unnecessary commitments, determining SMART goals, and effectively managing time. Discover techniques for finding a balance between personal and professional goals and responsibilities.

Compassion Fatigue: Understanding and Coping

Compassion fatigue is a result of emotional and physical distress for those in caregiving positions. It is commonly associated with secondary trauma where people or animals are experiencing significant emotional or physical pain and suffering. This one-hour session will support learning how to recognize symptoms and focuses on how to cope before turning into burnout.

Coping With Change

Change is a fact of life. Every day brings about change - whether positive or negative - and even the positive changes can be stressful. The inability to cope with change can be detrimental to mental and physical health. In this session, discover tools and techniques to successfully manage change and thrive.

Coping with Stress: A Wellness Perspective

Stress is a fact of life. While stress can't be eliminated, it is possible to manage stress levels. Learn healthy coping skills to reduce stress, even when under pressure.

Fostering Resilience: Making it Your Own

Resiliency is the ability to bounce back from life's difficult situations. Resiliency can be learned and practiced by individuals. This training will discuss the importance of personal resilience and provide methods for developing resilience.

Holiday Stress

The holidays are supposed to be a time of joy, but many people experience a significant amount of stress related to family gatherings, holiday preparations and seasonal activities. Too often, holidays are accompanied by the emotional whiplash of anticipatory stress followed by post-holiday letdown. Holiday stress often begins in the fall and its effects can be felt through January. Learn how to manage holiday stress and enjoy the end of the year.

Holiday Survival

The holidays promise fun, festivities, family and friends, and it's tempting to overspend, overindulge, and overextend oneself. This year, create a plan to stay happy, healthy and stress-free, so that "the most wonderful time of the year" really is.

Introduction to Stress Management

Stress is a byproduct of adjustment to a continually changing environment. Stress has physical and emotional effects and can create positive or negative feelings. As a positive influence, stress can help compel a person to action. As a negative influence, it can result in feelings of distrust, rejection, anger or depression, which in turn can lead to health problems such as headaches, upset stomach, rashes, insomnia, ulcers, high blood pressure, heart disease and stroke. Learn tips to manage stress for overall health and well-being.

Light Yoga & Meditation for Stress Relief

Relaxation techniques like yoga and meditation benefit the mind and body in multiple ways. By improving mental clarity and focus, yoga and meditation can significantly decrease the effects of stress.

Live a Stress-Less Life

Too busy to find time for self-care, hobbies and time with family and friends? Learn quick and easy ways to better organize each day to create more quality time throughout the week.

Managing the Stress of Eldercare

Being part of the "sandwich generation" can create stress and frustration. Many adults find themselves caring for their children and caring for their parents at the same time. Becoming informed about elder care options and resources can help caretakers juggle family responsibilities and elderly parents.

Managing the Stress of Parenting

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Methods of Deep Relaxation

Reduce and control stress symptoms with various relaxation techniques in this hands-on presentation.

Preventing Burnout: Refreshing Your Perspective

Burnout is a response to prolonged or chronic stress with many complex causes. It has to do with "not enough" or being "worn out." Although stress and burnout share some characteristics, there are distinct differences between the two. During this session, learn how to recognize the signs of burnout and build better coping and resilience strategies to refresh your perspective.

Stress & Heart Disease

Chronic stress can greatly increase the risk of heart disease, also known as the "silent killer." Learn how different personalities are affected by stress and acquire the skill sets necessary to reduce the risk of heart disease.

Time Management

Time management is the process of organizing and planning time spent on daily activities. High performers manage their time exceptionally well. Become more effective and efficient by using tools to organize, delegate, quit procrastinating and manage priorities.

Communication Topics

Assertive Communication

Assertive communication is the ability to express positive, and negative, ideas and feelings in an open, honest and direct way. Being assertive means recognizing personal rights while still respecting the rights of others. It also means taking responsibility for actions without judging or blaming other people. Learn to constructively confront and find a mutually satisfying solution when conflict occurs.

Effectively Communicating with Customers

The customer is a VIP (Very Important Person). Customers expect the best service possible when interacting with an employee. The first step to achieve this is to communicate effectively with the customer. Communication is the single most important tool staff members use to deliver services. Support, problem solving, intervention, crisis management skills, teaching and service planning all rely on effective communication. Learn different methods of communicating and how to identify potential barriers to effective communication.

Nurturing Relationships: Effective Communication

Communication is how thoughts, ideas and feelings are expressed to others. Communicating with others includes communicating attitudes, values, priorities and beliefs. No matter what is expressed in words, messages about the speaker and the listener are conveyed through non-verbal communication-including gestures, facial expressions, tone of voice and attitude.

Well-Being Topics

A New Approach to Nutrition

Making balanced dietary choices helps lay the foundation for improving health and quality of life. It's important to look at nutritional intake, no matter one's age or weight.

Achieving the Balance: Diet, Exercise and Metabolism

The truth about having a slow metabolism is revealed during this dynamic presentation. Learn simple tips to boost metabolism through daily lifestyle changes.

Back to School, Back to Health

Healthy meals are important for a child's success in school. Learn how to prepare quick, simple and healthy breakfasts, lunches and snacks that kids will love.

Bend Don't Break

Learn essential stretching techniques to avoid injuries, gain flexibility and build muscle in this informative presentation.

Best Moves for Injury Prevention

A lot of injuries can be prevented simply by taking a few minutes to warm up before exercise or intensive labor. Get a few quick, easy tips that can help prevent unnecessary injury.

Busted! The truth about Nutrition Myths

With the amount of conflicting information out there about nutrition, fad diets, and the latest superfood, it's hard to differentiate between fact and fiction. Learn the truth about nutrition myths and what it really takes to maintain a healthy diet.

Dispelling Exercise Myths

Inspired by late-night infomercials hawking contraptions that make exercising easier than ever? This presentation will debunk the myths and help sort out fitness facts from fiction.

Eat Well, Live Better

Learn how to make good nutrition a way of life. This presentation covers everything from balancing protein, carbohydrates and fats, to supermarket survival, to strategies for restaurant dining.

Energize with Exercise

Get an extra boost of motivation along with keen insight to ensure a successful start to a new exercise plan.

Exercise: Getting Started

Getting started can be the biggest hurdle. Get tips and an extra boost of motivation to jump start an exercise program.

Exercising Away From The Gym

Don't let a busy schedule prevent making health a priority. Learn tips and tricks for finding time to exercise between work, home and life responsibilities.

Healthy Eating at Home- Saving Time and Money

Dining at home can save time and money and result in healthier food choices. Learn how to plan ahead, prepare meals in bulk and stock the kitchen with healthy essentials.

Heart Smart Eating

Changes in diet and lifestyle can cut risk of heart disease significantly. Learn which foods to eat and which foods to avoid to maintain a healthy heart.

Knowing Your Numbers

Cholesterol, blood pressure, glucose and BMI, oh my! Knowing the meaning behind these numbers and keeping them within a specific range is vital for overall health and well-being.

Lunch: Eat Up for Energy

No more eyeing coworkers' lunches with envy! Healthy eating doesn't have to mean boring. Get the scoop on preparing tasty, satisfying lunches that pack an energizing punch.

Men's Health

It's never too late to learn how to live a healthier lifestyle. This class focuses on the biological changes that occur at different ages and stages of a man's life.

Mental Health Awareness: Shedding the Stigma

Mental health issues can affect anyone regardless of age, gender, geography, income, social status, race/ethnicity, religion/spirituality, sexual orientation, background or other aspect of cultural identity. This session will outline the differences between mental health well-being and mental health issues. It explains on how to nurture mental health wellness and indicators when support may be needed.

Preventing Ergonomic Strain

Strain from repetitive activities at home, on the computer and at work can cause physical pain, including headaches, back aches, hip pain and sore wrists. Learn how to identify early signs of strain, discomfort or pain and how to take immediate action.

Resolution Revolution

60% of people who make New Year's resolutions keep them. Define goals and develop a mindset that drives good choices to achieve desired results.

Save Your Skin

More than a million skin cancers are diagnosed annually. Taking preventive steps to stay protected from the sun's damaging UV rays can dramatically lower risk for deadly malignant melanoma and other skin cancers.

Stretch and Strengthen at Your Desk

Sometimes all it takes is a good stretch to take the edge off a hectic workday. Learn simple exercises to stay stress-free, toned and energized.

Sugar FREEdom

Sugar cravings can be a sign of excess sugar in the diet. Learn the truth about sugar, where sugar hides in food, and tips to curb sugar cravings.

Suicide Awareness

Suicide brings forth an array of feelings. It takes courage and bravery to build awareness. This session will breakdown some misconceptions, explain risk factors and warning signs, and walk-through resources for support.

Women's Health Issues

Women have multiple health concerns unique to them. Learn the specific health risks for women and how to prevent and treat them.



About AllOne Health

AllOne Health is a premier provider of fully integrated mental health and well-being benefits with 50 years of experience in serving organizations, employees, students and family members worldwide.

Known for locally-driven service backed by global technology, AllOne Health maintains regional centers of excellence that offer high-touch partnership and dedicated account management. With expansive offerings, affordable solutions, 24/7/365 access, and inclusive support, AllOne Health delivers on its promise to help organizations meet the increased demand for mental health services, build resilience and empower individuals in all areas of life.

For more information, email service-do@allonehealth.com

