



## **Embracing Courageous Conversations in Independent Schools**

# COURSE OVERVIEW

**Embracing Courageous Conversations** is designed to help independent school leaders re-define difficult conversations, understand the implications and cost of avoiding them, and most importantly **empower** them on how to best **prepare, engage,** and **effectively follow up.**

In this workshop all participants will be given a workbook with a **six-step model** where they will learn how to effectively engage in difficult conversations. Participants will then be led through **case scenarios** actively engaging with the concepts and discussing how to best integrate them.

Finally, participants will be trained on how to **effectively document** and follow up committing to the right next steps.





**PERFORMANCE  
MANAGEMENT**

# COURSE OVERVIEW



**Performance Management: *It's Not About The Form*** is a highly interactive session where leaders in schools will dive into what it means to manage employee performance versus viewing it as a once-a-year event. This training will help **reframe** the approach to performance management **empowering** leaders to feel greater confidence using practical tools presented in the training.

Each participant will receive a workbook containing a **four-step model** with a call-to-action worksheet guiding them through the steps. Group work will include **case scenarios** specific to independent school issues providing an opportunity for participants to interact with each other.

As part of the workshop, participants will be trained on how to **effectively document** with the goal of making the yearly performance review as seamless as possible.

# WHAT IS INCLUDED IN THIS TRAINING

- ✓ Customized pre-training survey that will assess your participants experience and comfort level with training topics. Questions are also designed to help pinpoint specific training needs in your school.
- ✓ 1:1 meeting prior to training to discuss specific learning objectives.
- ✓ Curriculum designed specifically to meet the needs of staff, faculty, and administrators in your school including relatable case scenarios targeted at independent school challenges.
- ✓ Onsite training with ability to enroll of up to 20 participants. (workshop is 2.5 hours in length)
- ✓ Post-training follow up meeting with suggested next steps for integrating training into your school.





# Qualifications of the Trainer

## **Kelly Hasenbalg SHRM-SCP, SPHR**

- Certified by both the Society of Human Resource Management (SHRM-SCP) and the HR Certification Institute (SPHR) as a Senior Professional in Human Resources with over 20 years of experience in the Human Resource industry.
- Served the independent school industry for over 17 years as the Director of Human Resources for the Loomis Chaffee School and Avon Old Farms.
- Presented at multiple conferences including HR Forum, CAIS (Connecticut Association for Independent Schools), TANGO, and ABOPS (HR).
- Trained at several independent schools in the CT, MA, RI and NY area. References available.