



Organizational Management Consulting & Training Programs  
... improving customer service and diversity cohesion through ethnic understanding!

## CAREER DEVELOPMENT SEMINARS (for Employees)



Transcending Borders offers daylong on- or off-site Career Development seminars designed to meet the needs of its corporate, small business and non-/not-for-profit clients. The tools and information shared in this dynamic program helps employees and their employers:

- ❖ Assess individual professional and personal interaction styles
- ❖ Establish 3-, 5- and 10-year Career Development Plans (or CDPs)
- ❖ Develop more flexible, effective approaches to professional negotiation
- ❖ Create and lead better organizational meetings thru time management
- ❖ Speak and present material effectively, professionally and concisely
- ❖ Draft useful performance evaluation summaries and assessments
- ❖ Build a business-boosting referral base through networking

This seminar unfolds in (7) distinct modules which help you achieve all of the above – *and more*:

- ❖ **PART 1:** Myers-Briggs Employee Evaluation
- ❖ **PART 2:** Career Development Plans for Employees
- ❖ **PART 3:** Negotiating for Enhanced Business Success
- ❖ **PART 4:** Proven Techniques for Time Management
- ❖ **PART 5:** Public Speaking & Business Presentations
- ❖ **PART 6:** Tips for Better Written Communication
- ❖ **PART 7:** Benefits of Professional Networking

Call (484) 278-6547 today to plan a Career Development seminar or to request a consultation.

"[Your] briefing on Diversity and Inclusion ... reminded me how important respecting difference is." – Darryl T. Brown, *Federal Employee*