



**Connection**  
in community

**Success** in the  
workplace and  
beyond

**Relationships**  
that work, on  
the job and at  
home

**Doug Gertner**

WORKPLACE SEMINARS & SOLUTIONS

2021



## For over 20 years,

I have been guided by my passion for helping adults to grow and develop through workplace learning, and a clear and consistent approach: seminars and solutions that are interactive, high energy, and immediately useful. Whether on-site or virtually, I create and deliver practical, experiential, hands-on classes for managers, supervisors, leaders, leads, and front-line employees to clarify their core values and enhance productivity and satisfaction on the job and at home. I consider it an honor every time I am asked to collaborate with you and your people, and when you engage Doug Gertner Workplace Seminars & Solutions it's all about making life better, not just ticking off learning objectives. As a result of working with me you will be able to connect more fully and deeply with your work and personal community, you'll be more successful in the workplace and beyond, and your relationships and quality of life at work and home will be enhanced by using the principles, best-practices, tips, and techniques I teach you in my seminars.

## Join me on a learning journey.

It's all about **making life better**, not just ticking off learning objectives.

# Virtual and In-person Seminar Offerings

## Managing Time in Times of Change: Tools for Productivity, Satisfaction, Personal Innovation, and Authentic Connection

Drill down on your core values and connect these to personal and professional goals; learn and apply techniques for managing time and be able to connect more fully and deeply with your work and personal community; become more successful in the workplace and beyond, and deepen relationships and quality of life at work and home.

**Follow-Ons:** Clients often add these to their Time Management experience –

- **Time Management Skills Coaching**
- **Meeting Management Virtually and In-Person**
- **Delegation Skills to Create More Time**
- **Communication Skills for Workplace Success**
- **Conflict Resolution in Divided Times**

## Change Management for a New Era

**“The only thing that’s certain is change.”**

Change is everywhere, it’s the most current constant, causing confusion and difficulty in these times of rapid adaptation. Being prepared for a change makes the difference in achieving productivity and success, and this seminar examines the dynamics of change, offers a model for what to expect when changes occur, and guides participants in planning for smooth, successful transitions in any situation.

**Reclaiming  
your time  
means  
reclaiming  
your life.**



# Virtual and In-person Seminar Offerings

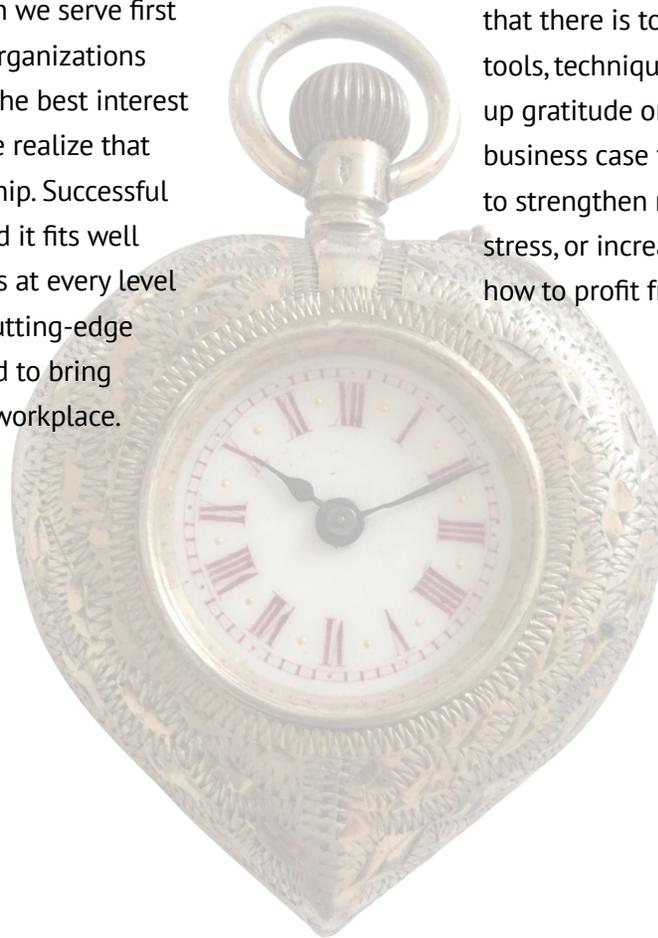
## Servant Leadership: Putting Our Followers First

Servant leadership happens when we act with respect, care, and fairness for the well-being of all involved, and not for our own self-serving interests. When we serve first and lead second, we help individuals and organizations achieve worthwhile results while keeping the best interest of those we serve before our own. When we realize that it's not about us, we model servant leadership. Successful workplaces embrace servant leadership, and it fits well with the objectives and approach of leaders at every level in nearly every organization. Explore this cutting-edge modality in an interactive seminar designed to bring greater meaning, prosperity and joy to the workplace.

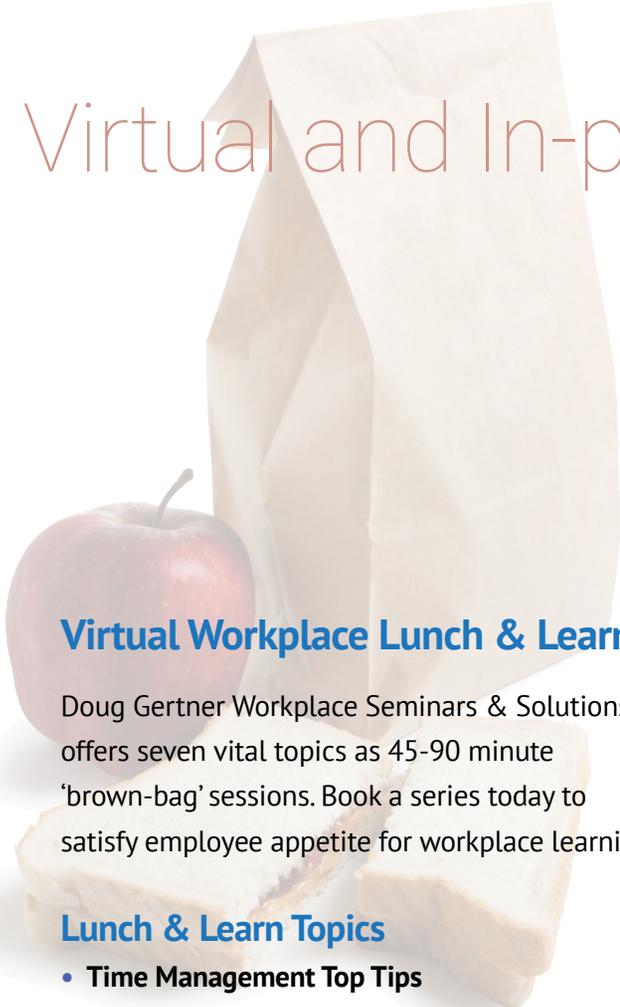
## The Business Case for Gratitude

Positive Psychology confirms that for anyone who seeks to make the most out of each day an 'attitude of gratitude' can make all the difference. Learn why and how to 'have a grateful day' in this session that provides hands-on experience to appreciate and document all that there is to be grateful for on a daily basis, with tools, techniques, and exercises to plug-in and pump up gratitude on purpose and in practice. There truly is a business case for gratitude and whether you're seeking to strengthen relationships, improve health, reduce stress, or increase goodwill toward others, you'll learn how to profit from being grateful every day.

**Values clarification** is the first step to setting priorities and getting more of what you really want on a daily basis.



# Virtual and In-person Seminar Offerings



## Virtual Workplace Lunch & Learn

Doug Gertner Workplace Seminars & Solutions offers seven vital topics as 45-90 minute 'brown-bag' sessions. Book a series today to satisfy employee appetite for workplace learning.

### Lunch & Learn Topics

- Time Management Top Tips
- Confronting Conflict
- Managing Change
- How to Have a Grateful Day
- Servant Leadership
- Workplace Communication
- Leading Better Meetings

## Teambuilding Activities & Events

Every workgroup needs to spend time focused on their working relationships. Doug Gertner Workplace Seminars & Solutions provides customized team development sessions with attention to group dynamics, interpersonal interaction, and clear lines of communication. Teambuilding involves initial acquaintance-building activities, climate setting, group-level assessment, and targeted experiential activities directed at the needs and goals of the group. Ideal for new teams seeking to get off to a good start, and for intact teams looking to get 'unstuck' or to reward themselves by having some fun! Reach out to learn more about how to develop and build a great team today.

**Contact Doug Gertner today** to learn more and schedule your virtual or in-person seminar:

**doug@dougertner.com**

**303.886.4114**

**www.DougGertner.com**

# Praise and successes we've heard

**“I was in your Time Management course** last week. THANK YOU so much for leading us through that amazing course. Your knowledge and enthusiasm were so well-received, and I absolutely loved my time in class. I feel like I learned so much and took away so many tools and tricks. For the first time in months, I finally got caught up and don't feel like I am drowning in my work. The to-do lists are such a simple technique to get organized, but have literally changed my life in just over a week! These techniques have also improved my mood and positivity. **Being able to see a small change in just nine days gives me lots of hope for the near future.”**

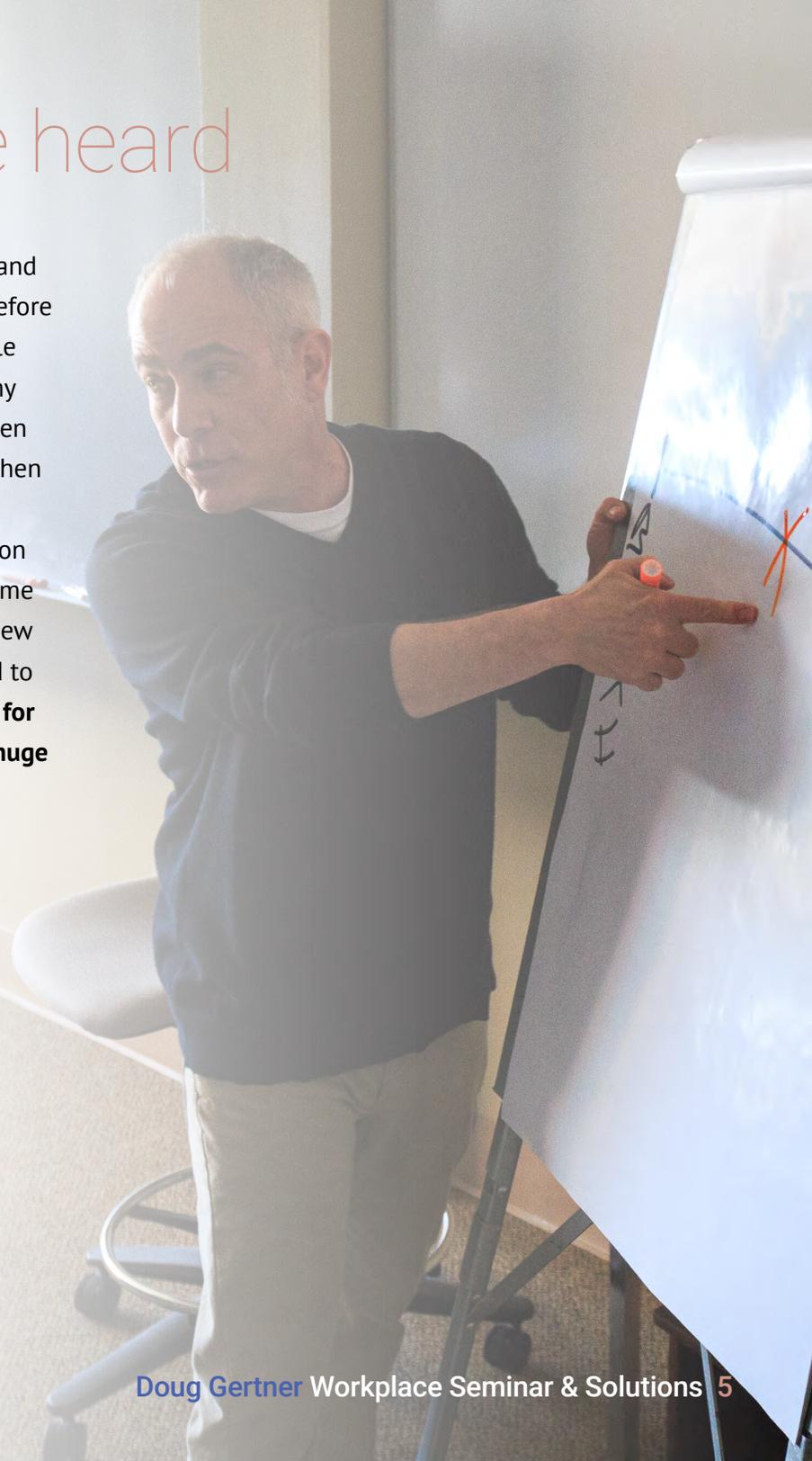
*–Jenna, HR Operations Specialist*

**“I am so grateful for you** and your time management training. Before your training I experienced multiple times when I would be sitting at my desk, completely overwhelmed...then I would have a moment of panic when I would realize I was wasting time when I should have been working on something! One week after your Time Management training and I am a new person! I know exactly what I need to accomplish. **I wanted your training for staff but realize now that it had a huge impact on me!”**

*–Laura, Chief Operations Officer,  
Healthcare Group*

**“Thank you so much** for the time management training. My list has gone from 30+ items on a daily basis to a manageable 10-15. So your methods work! In addition, I took to heart my priorities and what I could do with more time in my day. I joined Weight Watchers, bought a treadmill for the house and have dropped my first 20 pounds. **Thank you for giving me the tools to prioritize the important things.”**

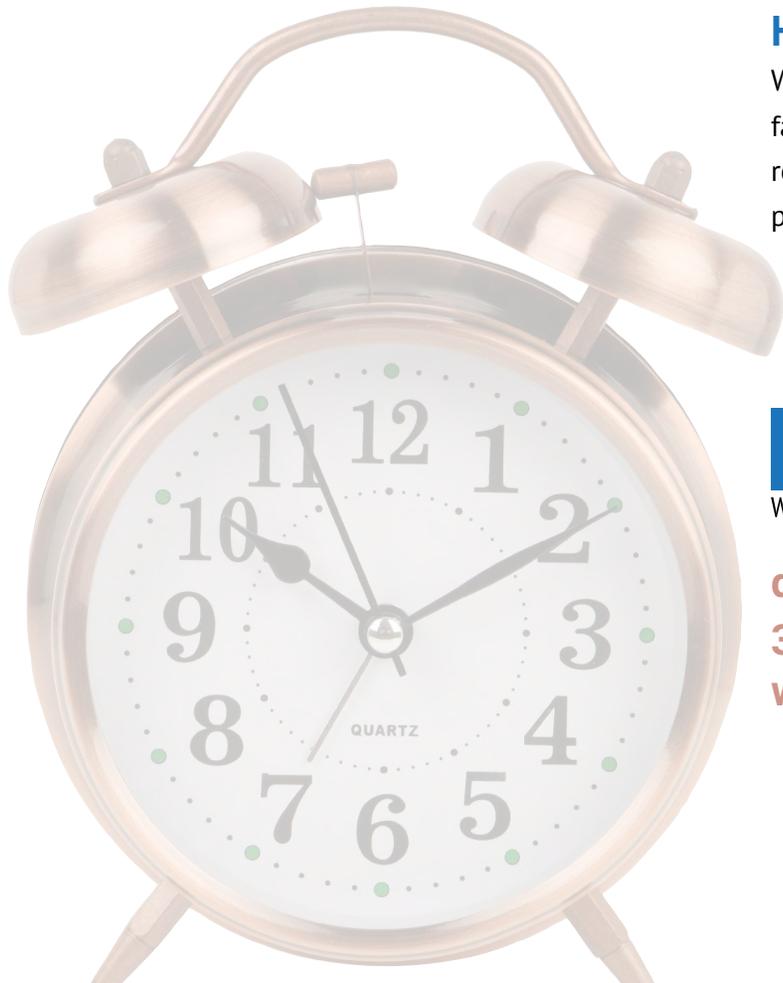
*–Chris, Dean of Admissions & Financial Aid*



Connection  
+ Success  
+ Relationships  

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= Productivity



### **Your Work-from-Home Expert.**

I've thrived in a home office for over 20 years, so the latest work-from-home environment is familiar territory for me. Let my experience be an asset for your employees as we navigate these unusual times, and note that all of my seminars focus on productivity, satisfaction, and success in both home and office settings.

### **Hit the ground ready.**

When you return to in-person work, I'll be there to facilitate your team as you reconnect, ramp up, and reestablish working relationships. Call now to start planning a customized teambuilding!

**Doug Gertner**

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Connect.  
Succeed.  
Relate.  
Do more.  
Be happier.  
Feel less stress.