

Leadership Development for Work & Life

MARIE MORAN
& COMPANY LLC

2019 Workshops & Seminars

Marie Moran & Company, LLC (MMCo) is delighted to announce our 2019 array of Leadership, Communication, Executive Presence, and Going Global workshops and seminars for in-house presentation. Topics can be adapted for groups from 6 to 30. Where noted, workshops are also available as open enrollment (public) sessions for individuals. Conference presentations from 1 to 4 hours are available for certain topics. We also package some workshops with one-on-one coaching and video-taping to augment the learning experience.

*To learn more, **call (888) 284-2442** to speak with our knowledgeable staff.*

Enhancing Your Business Savvy Across Cultures Workshop



Going Global is appropriate for business people at all levels who work with cross-border or cross-cultural constituencies.

Our new **Going Global Workshop** is designed for those who operate in the global marketplace, communicating across borders and cultures. Participants learn how appropriate business practices, leadership and communication styles in their home country may be perceived quite differently abroad. They develop a heightened sensitivity to the expectations of business persons from other cultures, plus a greater skill set and the ability to calibrate, communicate and respond appropriately in diverse environments.

This workshop improves participants' cross-cultural awareness, which allows for enhanced mutual understanding, improved communication, better team and project management, and improved partnering with key customers and stakeholders abroad. We tailor the content to your audience and cultural environment(s).

RECOMMENDED FORMAT

5-Day Small Group Workshop for up to 15 Participants

Power of Your Presence Workshop

Our signature 3½-day small-group workshop assists individuals and leaders to enhance their executive presence, develop greater interpersonal impact and effectiveness, hone their presentation style, and develop more poise under pressure. Limited group sizes (with a maximum of 6-to-1 Facilitator ratio) ensure tailored, individual attention. The workshop features extensive practice exercises and one-on-one coaching with Facilitators, including private feedback on the video recording of an executive briefing. Participants gain self-awareness of their individual style and ways to enhance their impact and influence. They take away key communication principles to implement immediately, using proven and practical techniques for demonstrating a dynamic leadership style.



RECOMMENDED FORMATS

3½ Day Workshop for up to 12 Participants, 2 Facilitators

3½ Day Workshop for up to 6 Participants, 1 Facilitator

Also offered periodically as an MMCo Open Enrollment Event.

In-house workshops may also be packaged with Surveys, 1:1 Coaching and Follow-Up.

Executive Presence & You Seminar

This highly-regarded 2-day seminar provides key foundational skills for developing greater leadership presence and a more effective, impactful communication style with senior executives and key stakeholders. Participants gain awareness of their own leadership strengths and orientations, learn the multiple facets that influence executive-level perception and decision-making, and practice new techniques to remain calm yet focused under pressure. They come away with powerful tools to implement immediately on the job to enhance their communication effectiveness and personal presentation.



RECOMMENDED FORMATS

2-Day Seminar for up to 20 Participants

Small Group Workshop for 8 to 10 Participants

Also offered periodically as an MMCo Open Enrollment Event.

*For in-house groups, we select the title **Executive** or **Leadership** Presence most appropriate to your audience.*

Stage Presence & You Seminar

If your role as a leader requires you to give presentations to groups larger than 30, we invite you to learn how to bring excellence to your high-profile speaking engagements. Presenting to large audiences, especially in more formal venues, requires advanced skills and knowledge not generally practiced in your day-to-day communications or casual presentation settings. MMCo's **Stage Presence & You** seminars and coaching services assist speakers to understand and prepare for the myriad of production requirements in auditoriums, theaters, or conference centers. Our clients learn techniques for rehearsing properly, relaxing fully, improving voice projection and body language, interacting effectively with audio visuals and production crews, adding interest and animation to their topic, and most importantly, owning the stage!



RECOMMENDED FORMATS

Group Seminar for up to 25 Participants – 1 Full seminar day followed by individual and peer coaching on subsequent days

2-Day Small Group Workshop with Coaching for 4 to 8 Presenters

On-site Event Coaching – Dress Rehearsals and Production Cues

Persuading with Power & Principle Workshop

This workshop is designed to increase participants' ability to effectively impact and persuade stakeholders in a variety of business situations. Key topics include: How to build in the WIIFM ("What's In It For Me?") for others; why Idea Ownership is critical in persuasion; calibrating the optimum pacing to inform and persuade; adjusting your style to your audience; and how to use a consultative approach versus a traditional sales push. Participants come away with tools for recognizing "where their audience is," discovery and rapport skills to rapidly enhance relationships, and the ability to achieve mutually profitable outcomes with stakeholders. This workshop is **appropriate for individual contributors and leaders**, and can be tailored to your audience upon request.

RECOMMENDED FORMATS

1 or 2-Day Small Group Workshop for 6 to 12 Participants

1 or 2-Day Seminar for up to 25 Participants

Offered as a tailored 2-Day workshop with expanded content and experiential exercises.

Conflict & Collaboration Workshop

During this 2-day workshop, business professionals learn practical communication and collaboration tools for becoming more “Conflict Hearty,” and techniques for “holding with the heat” when dealing with difficult situations or co-workers. Participants identify their own conflict style and learn to recognize the specific dimensions of organizational conflicts, including both the root issues of conflict and the fundamental “people dynamics.” During workshop exercises, participants use real-life situations to analyze how building on common ground, using discovery questions and rapport skills can achieve mutually satisfying outcomes with customers and stakeholders. Participants come away with techniques for building greater ease when navigating the dynamics of any persuasion and conflict situation.

This workshop is **appropriate for all business professionals** and is currently available as an in-house offering that can be **tailored to your group or organization**.

RECOMMENDED FORMATS

2-Day Workshop for up to 12 Participants

1-Day Seminar on Conflict Only for up to 20 Participants

Avoiding Burnout & Managing Workplace Pressure Seminar



This seminar can be tailored for in-house groups to enhance teamwork, communication and productivity.

This 2-day revitalizing seminar is targeted for individuals and leaders working in today's high pressure, high-output, and rapidly changing work environments. Participants identify specific factors which contribute to personal and workplace stress and burnout. They then learn ways to implement personal balance tools and practices to reduce the negative effects of prolonged pressure, change and uncertainty. During practice exercises, participants learn proven communication and conflict tools for handling difficult situations with co-workers. They come away with enhanced motivation and energy, increased compassion and personal effectiveness, and the ability to maintain a balanced, uplifting presence back on the job.

RECOMMENDED FORMATS

2-Day In-House Workshop for 8-12 Participants

1-Day Introductory Seminar for up to 25 Participants

Also offered as an MMCo Open Enrollment Event

Essentials of Managing Change Workshop

For companies embarking on change initiatives with far-reaching and deep impact, this workshop is our introduction to the dynamics of change. Participants learn to recognize the stages of change and typical reactions to change, how to manage those reactions within themselves, and what processes can ease the strain in others to inspire a fresh and uplifting perspective among co-workers. Leaders come away with a foundational understanding of change management dynamics, and what change requires of them in their roles as people and process managers.

RECOMMENDED FORMATS

2-Day Workshop for up to 12 Leaders

2-Day Seminar for up to 25 Leaders

Our 2-Day workshop is tailored for your team or organization. It can be combined with our Organizational Change Consulting Package.

Building Your Business Savvy Seminar



This 1-day seminar is **suitable for individuals at all organizational levels** (and will stimulate great conversation among your own **seasoned leaders**), and is particularly appropriate for **emerging leaders** who haven't yet acquired "the wisdom of the ages."

Every organization seeks to build bench strength with individuals who possess not only talent and experience but business and organizational savvy as well! This lively 1-day seminar features invaluable perspectives from our founder, Marie Moran.

Topics include: Managing your career and your expectations; top mistakes in business and how to avoid them; knowing whose advice to listen to; making decisions that balance fact with feeling; how to avoid a bad hire or career move; how exceptional leaders determine the best use of their time; balancing-back from misfires; building your brand; and more.

RECOMMENDED FORMATS

1-Day In-House Seminar for up to 25 Participants

2-Day Workshop with 1:1 Coaching for up to 8 Participants

Polished & Powerful Presentation Skills Seminar

For leaders and professionals who give presentations to customers, business partners, Board members and other key stakeholders, our **Polished & Powerful Presentation Skills Seminars** provide coaching and expert instruction to take your effectiveness to the next level. In addition to providing insights on how to organize your message and manage your visual aids, our talented team of consultants provide expert instruction on how to increase your stage presence, control the “butterflies”, add vocal and visual dynamics, handle tough questions, and tailor your message to a variety of audiences and industries.



RECOMMENDED FORMATS

3-day Tailored Workshop for up to 12 participants
(includes video-taping and private coaching)

One or two-day Introductory Seminars for groups of 8 to 20 Participants

Marie Moran & Company, LLC (MMCo) is a Southern California based consulting firm providing customized training and consulting services to both entrepreneurial and Fortune 500 companies in all industries. Our vision is to bring excellence, ease, accountability and effectiveness into today's workplace. We accomplish this through cutting-edge workshops, one-on-one coaching, and consulting.

Founder Marie Moran is an internationally recognized expert in executive presence, communications, presentation skills and leadership. Ms. Moran has assembled a cadre of highly seasoned consultants, each representing decades of experience in executive coaching and workshop facilitation. MMCo's talented consulting staff serves a diverse client base which includes Banking, Manufacturing, Medical Technology, Pharmaceuticals, Real Estate, Restaurant, Insurance, Retail, and Health Care.

To learn more, visit us online at www.mariemoran.com
or call 888.284.2442 to speak to our knowledgeable staff.

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