APBusinessCollective.com Kelvin@APBusinesscollective.com 510-455-6151



## **Current Offerings**

This document describes a range of leadership workshops designed to empower emerging leaders, while also being adaptable for more experienced managers and executives. The workshops are rooted in research and tailored to different sectors (universities, tech companies, hospitals). They focus on the Human-Centered Leadership approach, aiming to create a sustainable impact through practical strategies and tools.

Workshops include Human-Centered Leadership, Mindset Management, Coaching for Engagement, Leading Generations, Emotional Intelligence, Effective Feedback, and Presentation Skills. Additional offerings include intensive boot camps, ongoing coaching, peer support, custom roadmaps, assessments, and strategic advising. The goal is to enhance leadership effectiveness and employee engagement, creating a lasting positive impact on the organizational culture.

## **Our programs**

Our programs are not one-size-fits-all. They are designed to empower emerging leaders (first-time managers); however, we partner with clients to enhance our design to address the needs of experienced managers, directors, and executives. Our ability to adapt the learning design to the organization's needs and critical objectives allows you to tailor programs to your specific requirements.

Each workshop is supported by:

- World-class, live facilitation offered in different modalities that include in-person or virtual high-engagement experiences
- Detailed session summaries and workbooks
- Adult Learning Design Principles and Practices
- Reusable tools and templates for practice and ongoing use, making it easy to apply the learnings in real-world situations.

Participants in our workshops gain actionable insights and learning experiences that enable them to apply key learnings immediately. Action and experience foster impact so leaders see and experience the benefits of our program immediately.

## Our Approach:

- 1. Human-Centered Leadership Approach: This is our proven and unique leadership development philosophy, which is at the core and paramount to all that we do. This is what separates us from all other organizations and teams.
- 2. Data-Driven: We are rooted in research and focus on evidence-based strategies that enhance employee engagement, productivity, and retention.
- **3.** Holistic: We help everyday people address effective leadership (leadership, engagement, development) and process integration (performance management, engagement strategies) for a comprehensive approach that integrates with existing systems.
- 4. Tailored to Each Sector: Our content and delivery are adaptable to the unique challenges of universities, tech companies, and hospitals and can be further customized to meet organizational needs, making the offer highly relevant for your target audience.
- 5. Sustainable Impact: Through peer coaching and support, we ensure that the improvements in leadership and engagement are not only immediate but also long-lasting. Therefore, the impact of our programs will be sustained over time rather than being a one-off training event.

Workshop Title	Description	Length
Inclusive Coaching	<ul> <li>Today, leaders must create an environment where their employees feel valued, empowered, and can thrive. Inclusive Coaching is a hands-on workshop designed for managers to enhance their coaching skills and create a workplace that embodies Human-Centered Leadership Principles.</li> <li>This workshop provides managers with the tools and experience to coach employees in an inclusive manner that fosters engagement and capacity. Participants will learn to recognize biases that hinder inclusion and apply inclusive coaching practices such as active listening, empathy, and the art of asking questions. This impactful session enables participants to develop a coaching practice that aligns with existing performance management processes while also being adaptable to meet the needs of employee development and growth.</li> <li>By the end of this workshop, participants will be able to: <ul> <li>Articulate the value of inclusive coaching in the workplace and its positive impact on employee performance and team dynamics.</li> <li>Demonstrate inclusive coaching practices to create a supportive and equitable work environment.</li> <li>Identify and address biases, integrating inclusive strategies into their coaching practices.</li> <li>Design tailored coaching plans that bring out the best in each employee.</li> <li>Adjust coaching efforts using appropriate metrics and feedback loops.</li> </ul> </li> <li>Act as advocates for an inclusive coaching culture, contributing to a more engaged and effective organization.</li> </ul>	Full or Half-Day
Leading Through Generations and the Stages of Life	Leading or managing a multigenerational workforce is much more than labels such as Millennial and GenX; it also includes stages of life, experiences, and perspectives. This workshop helps managers and leaders overcome the bias of labels and equips them with the tools to foster inclusion, respect, and synergy across intergenerational teams. This workshop goes beyond theory to provide practical strategies for bridging generational gaps, understanding life-stage dynamics, creating an environment where team members feel understood and valued, and enhancing team cohesion and productivity. Through engaging discussions, hands-on activities, and practical case studies, this workshop empowers leaders to bridge generational gaps, understand life-stage dynamics, and create an environment where every team member feels understood and valued, enhancing team cohesion and productivity.	Full or Half-Day

	<ul> <li>By the end of this workshop, participants will be able to:</li> <li>Identify how generations and stages of life intersex and impact team dynamics</li> <li>Understand how life stages influence motivation, engagement, and performance across generations.</li> <li>Adapt leadership and communication approaches to meet the needs of team members.</li> <li>Enhance inclusive leadership practices to increase collaboration and shared purpose with their teams.</li> </ul>	
Leading with People at the Center	<ul> <li>Effective leadership today is inseparable from addressing human-centered needs. <i>This dynamic workshop demonstrates</i> how essential it is for a leader to be more than a business goal; it is the core of effective and impactful leadership. In this session, participants will explore what it takes to build more resilient, innovative, and collaborative teams by making people the integral part of every leadership action.</li> <li>This workshop focuses on how leadership and being people-centered are intertwined, showing that inclusive and authentic leadership is more than delegation and deliverables. Leaders will learn that leadership is about elevating team engagement, fostering a culture of trust, and developing performance at all levels and experiences.</li> <li>By the end of this workshop, participants will be able to: <ul> <li>Understand what is linked to practical and inclusive leadership.</li> <li>Integrate a people-centric lens into everyday leadership practices, promoting an environment where diverse voices contribute to decision-making.</li> <li>Identify and address common misconceptions that impact team dynamics and leadership outcomes.</li> <li>Develop actionable strategies that align team goals with a commitment to fostering a culture that is effective and supportive.</li> <li>Select the appropriate starting initiatives for their team based on their maturity level.</li> </ul> </li> </ul>	Full or Half-Day
Shifting the Culture - Everyone with a Brain Has Hangups and Preferences	Creating an engaging and thriving work environment means understanding and addressing the drivers and hangups that folks bring to work. This workshop equips leaders with the awareness and skills to recognize, respond to, and prevent their own past experiences from stopping team progress. It also provides leaders with the ability to bring objectivity to their teams when the stakes are high and tensions are rising. Participants will learn how to mitigate these tensions and issues actively, as well as how to recover quickly when things don't go as planned. Because in a group full of humans, things are bound not to go as planned. We call that being human. By the end of this workshop, participants will be able to:	Full or Half-Day

	<ul> <li>Examine situations from multiple perspectives, including background and preferences, to recognize how everyone's experiences impact their perspective.</li> <li>Identify that all humans have a perspective, and sometimes our perspective needs to be broadened.</li> <li>Use a straightforward approach to communicate about and respond to microaggressions, both as an individual and as a team member.</li> <li>Recognize the intent behind a comment or action and relate to the impact on others.</li> <li>Choose to address concerns with confidence and respect.</li> </ul>	
Human-Centered Leadership - Let's Build a Culture of Engagement	<ul> <li>In today's diverse and fast-evolving workplace, inclusive leadership is not just a value - it's a necessity for thriving teams and impactful organizations. This workshop empowers managers and team leaders to cultivate an environment where employees are engaged because they feel included and valued, ensuring that no one is left out. This workshop delves deeper than theory to provide actionable strategies for leaders to foster a supportive and inclusive workplace, utilizing engaging activities, insightful discussions, and real-world scenarios.</li> <li>By the end of this workshop, participants will be able to: <ul> <li>Define the principles of human-centered leadership and its impact on team dynamics and engagement.</li> <li>Analyze personal and organizational biases and implement strategies to mitigate their influence on decision and leadership practices.</li> <li>Develop inclusive leadership practices to support the growth and development areas of employees.</li> <li>Create one actionable goal for your team and develop metrics to evaluate progress.</li> <li>Advocate for a culture of engagement that empowers teams and drives organizational success.</li> </ul> </li> </ul>	Full or Half-Day
	Theme: Culture and Leadership Development	
Effective Feedback - Creating An Effective Feedback Culture	Effective Feedback: Creating An Effective Feedback Culture Communication is paramount in any relationship—especially within teams. Often, the challenge lies not in what was intended but in how feedback is perceived. <i>Effective Feedback: Creating an Effective Feedback Culture</i> empowers participants to unlock the power of giving and receiving feedback. This workshop provides leaders and team members the skills to assess their feedback styles and recognize how different styles affect team dynamics. By building awareness and refining feedback approaches, participants will foster a psychologically safe environment, which in turn will encourage open communication and constructive growth within the team. By the end of this workshop, participants will be able to:	Full or Half-Day

	<ul> <li>Identify their personal feedback style and understand its impact on others.</li> <li>Assess and adapt to the feedback preferences and needs of team members.</li> <li>Determine between productive and unproductive feedback approaches and tailor their responses as needed.</li> <li>Create a feedback-rich environment that fosters psychological safety and supports continuous team improvement.</li> <li>Develop actionable techniques to manage challenging feedback conversations with clarity and empathy.</li> </ul>	
Leading with Emotional Intelligence: Building a Culture of Engagement	<ul> <li>Link emotional intelligence with leadership to empower yourself to lead a genuinely engaged culture. This workshop equips leaders with practical tools to deepen self-awareness, empathy, and adaptability - foundations critical for driving engagement and team development. Through real-world scenarios and interactive discussions, you will learn to connect, include, and inspire at every level of the organization.</li> <li>By the end of this workshop, participants will be able to:</li> <li>Understand the nuances of human-centered leadership.</li> <li>Develop your emotional intelligence to enhance your leadership skills.</li> <li>Create a more engaging and productive.</li> <li>Build stronger relationships with your team members.</li> </ul>	Full or Half-Day
Cultivating Accountability	<ul> <li>Accountability is the cornerstone of high-performing teams, and fostering a culture where team members hold themselves and each other accountable requires more than setting expectations—it requires intentional leadership. <i>Cultivating Accountability: Empowering Teams through Effective Leadership</i> offers leaders actionable strategies to foster a culture of ownership, responsibility, and trust within their teams. In this workshop, leaders define clear goals in partnership with their team members, establish transparent feedback mechanisms, and create an environment where accountability can be embraced and shared. Because today, no leader or manager can do it all.</li> <li>By the end of this workshop, participants will be able to:</li> <li>Define accountability and communicate its importance in achieving team and organizational success.</li> <li>Establish and reinforce clear, achievable goals that align with team and organizational objectives.</li> <li>Build open lines of communication that encourage team members to share progress, challenges, and insights openly.</li> <li>Use constructive feedback to help team members stay aligned and committed to their responsibilities.</li> </ul>	Full or Half-Day

	• Equip team members with the tools to recognize and correct accountability issues, promoting continuous improvement.	
Setting Expectations and the Art of Delegating	<ul> <li>Setting clear expectations and effectively delegating tasks is essential for leaders who aim to drive team performance and productivity. Setting Expectations and the Art of Delegating empowers leaders and managers to clarify roles, build trust, and leverage each team member's strengths. This workshop focuses on the proficiency required to set clear expectations while increasing ownership of delegation, enabling leaders to ensure accountability with confidence. Leaders will leave equipped to cultivate a team culture where responsibilities are clear, goals are met, and everyone can contribute their best.</li> <li>By the end of this workshop, participants will be able to:</li> <li>Define clear, actionable expectations that align with team and organizational goals.</li> <li>Assess individual strengths to delegate tasks effectively and maximize team productivity.</li> <li>Communicate expectations and delegation clearly to foster trust and clarity.</li> <li>Develop practices for tracking delegated tasks and giving constructive feedback.</li> <li>Identify how to balance management with autonomy and increase team member engagement.</li> </ul>	Full or Half-Day
Communicating with Style: The Art of Effective Communication Based on Communication Preferences	<ul> <li>Communication is paramount in any relationship, especially among team members. Often, we are tripped up not by what was intended but by what was heard and how things are perceived. This workshop equips participants with the ability to assess and identify their communication style and the communication styles of others. This elevates our communication skills and develops more cohesive and psychologically safe environments within our teams and the workplace.</li> <li>By the end of this workshop, participants will be able to: <ul> <li>Identify their unique communication style and understand their impression of others.</li> <li>Recognize the communication styles of team members to create tailored interactions that meet their needs.</li> <li>Analyze how messages can be perceived differently based on individual communication preferences.</li> <li>Adapt their approach to improve clarity, minimize misunderstandings, and foster psychological safety within their team.</li> <li>Build a supportive team culture where open, respectful communication leads to trust, collaboration, and mutual respect.</li> </ul> </li> </ul>	Full or Half-Day

Leadership Adaptability and Adaptability Quotient	Everyone knows about IQ. Most of us are familiar with EQ. Very few of us have ever been taught what it means to have AQ - or why it's so important. The ability to adapt to the demands of work, especially as a leader, is a skill that must be taught to grow. Many leaders are knowledgeable and aware of their emotions; however, when it comes to our ability to adapt and continue growing, many of us are unaware of how much more capable we can be. This workshop provides practical tools to assess and strengthen AQ, enabling leaders to grow beyond intelligence and emotional awareness, becoming resilient and adaptable decision-makers who inspire and guide their teams through change.	Full or Half-Day
	<ul> <li>By the end of this workshop, participants will be able to:</li> <li>Define AQ and understand its impact on their leadership development.</li> <li>Assess current adaptability level and identify areas for growth.</li> <li>Recognize how to adapt and increase their effectiveness as leaders.</li> <li>Develop strategies to build resilience, flexibility, and a growth mindset within themselves and their teams.</li> <li>Demonstrate adaptability to embrace change and continuous improvement.</li> </ul>	
Empowering Through Questions - The Art of Coaching Direct Reports	<ul> <li>The ability to ask the right questions is a powerful tool for any leader. In "Empowering Through Questions - The Art of Coaching Direct Reports," participants will learn how to use questions to engage, empower, and enhance team performance. This workshop introduces science-based exercises that equip leaders to help their direct reports become more proactive, solve problems independently, and make meaningful contributions—even in times of uncertainty. The workshop also covers adaptive coaching techniques, including remote coaching and managing heightened emotions effectively.</li> <li>By the end of this workshop, participants will be able to:</li> <li>Motivate and Empower their direct reports through targeted, effective questions.</li> <li>Promote Proactivity and Independence by encouraging team members to solve problems independently.</li> <li>Enhance Communication Skills: Practice active listening and adapt communication to individual needs.</li> <li>Apply Adaptive Coaching Techniques to manage remote teams and handle situations where emotions run high.</li> </ul>	Full or Half-Day

From Top Performer to Transformational Leader: The 5 Core Skills Needed to Lead*	<ul> <li>Most individual contributors are highly skilled at their craft. That's why we promote them into leadership roles.</li> <li>However, many top performers require assistance in transitioning from tactical performers to dynamic and empowering strategic leaders. This course is designed to help new leaders quickly close that gap. Helping improve employee engagement, reduce turnover, and improve productivity amongst teams.</li> <li>1. Reducing Conflict</li> <li>2. Handling Difficult Situations</li> <li>3. Providing Quality Feedback</li> <li>4. Running A Productive Meeting</li> <li>5. Making Decisions</li> </ul> * This series is offered as a whole, as a single session, or as a customized pairing. We understand that not all organizations are in the same place, and not all leaders can go through the series in one go.	Signature program spanning multiple sessions
Employee Career Development	This workshop is designed to help your employees strategically build their careers and make intentional career decisions based on their strengths, skills, and values. It allows participants to explore their career vision by either validating their career path or learning how to grow into future opportunities. Participants experience and discover strategies, tools, and approaches to implementing their career vision and plan.	Signature program spanning multiple sessions and coaching engagements
	The workshops are designed to develop, engage, and retain employees by:	engagements
	<ul> <li>Analyze personal and professional career development and career accountability.</li> </ul>	
	• Provide time and opportunity to explore factors that help clarify career vision and direction.	
	•Support employees as they build and/or refine targeted career development plans defined by long-term vision and strategy.	

## **Additional Offerings:**

- Workshops and Bootcamps: 1-3 day intensive and practical learning sessions tailored to new and transition leaders, focusing on critical leadership practices and skills.
- **Coaching:** Bi-weekly and monthly coaching sessions can be added to support the development of new and struggling leaders.
- Peer Support Groups: Facilitate leader-to-leader networks where participants can share experiences, challenges, and strategies.
- Custom Leadership Roadmaps: A personalized development plan to continue improving their leadership skills post-training.
- Leadership Assessments: Leadership Circle 360 and other assessment tools measure leadership readiness and track progress as leaders grow.
- Leadership Strategic Advising (for HR and leadership teams)
- Leadership Effectiveness and Employee Engagement Diagnostic Tools (to measure progress)