

THE CENTER FOR ALTERNATIVE DISPUTE RESOLUTION

POST OFFICE BOX 4744 • CROFTON, MD 21114

REGISTRATION ANNOUNCEMENT

ADR 670 - LEADERSHIP COACHING: LEADING IN THE WORKPLACE DURING TIMES OF CONFLICT

Dates: February 7, 8, 22 and
February 23, 2018

Time: 9:30 a.m. – 4:00 p.m.
Time: 9:30 a.m. – 1:00 p.m.

The workplace is filled with conflict for so many reasons. Great leaders understand while conflict is inevitable, it is also manageable. Leadership is key to steer conflict towards resolve rather than chaos, confusion, and disorder. Leaders are challenged to influence, inspire, and energize workers to meet the mission of the organization in these environments of conflict. “Leadership Coaching: Leading in the Workplace During Times of Conflict” is for leaders (both formal and informal) who desire to effectively and successfully manage conflict in the workforce.

The course: 1) Uses reflective exercises to examine one’s approach to leadership and how one will choose to lead in conflict. 2) Employs interactive “peer to peer” learning through role play and case study discussions. 3) Offers lectures and course materials with strategies and techniques to manage conflict in the workplace. 4) Coaches participants in a capstone project developing a plan to deal with conflict in the workplace. (In-class 24 hours, Out-of-class 6 hours)

If you are interested in registering for ADR 670, we encourage you to register early (enrollment is limited). In order to reserve your space, a \$200 (non-refundable) deposit or the full registration fee is required. Please send your completed registration form with payment via mail, fax or electronically by **January 19, 2018** to receive the early rate. *Mail to:* Center for Alternative Dispute Resolution, Post Office Box 4744, Crofton, Maryland 21114; *Fax to:* (301) 313-0038; or *Email to:* centerforadr@earthlink.net. A \$200 late fee will be assessed to all registrations received after the **19th**. The course will be held at the Center for ADR (7315 Hanover Parkway, Suite C, Greenbelt, MD 20770).

Cancellation Policy: We require written notice of all cancellations. If you must cancel, please send written notice no later than **January 19, 2018**. There will be a **\$50** administrative fee charged for all canceled registrations. Registrants who do not attend and have not canceled by the cancellation date are liable for the entire registration fee. Substitutes for registered participants are accepted at any time without charge.

Questions: Please contact the Center at (301) 313-0800.

Course: ADR 670 - Leadership Coaching: Leading in the Workplace During Times of Conflict

Name

Organization

Street Address/PO Box

City/State/Zip E-Mail

Telephone
(work or cell) (home) (Fax)

\$685 early registration fee if received by *January 19, 2018* \$885 late registration fee if received after *January 19, 2018*

Check payable to “Center for ADR” **Credit Card:** Visa MasterCard Discover

Credit Card #: **Name on card:** **Expiration date:**

CVW #: **Credit Card Billing Street Address:**

City, State and Zip **Signature:**