



The Training Place Registration Form – Fall 2011

2320 Forest Ave, Chico, CA 95928 | Phone: 530-895-9015 | Fax: 530-879-4380

For complete schedule & course details visit the Current Trainings section of our website

www.butte.edu/thetrainingplace

NEW! Advanced Supervisor Development Program presented by Peggy Jennings-Severe, \$49 per session

 The Authentic Supervisor – Employee Engagement, November 17, 8:30am-11:30am*

* Program continues in the Spring – see Spring 2012 registration form

Supervisor Development Program \$49 per session, 8:30am-11:30am

 Team Lead & Supervisor Readiness, presented by Margaret Schmidt, August 25

 Super Worker to Supervisor I & II, presented by Catherine Goggia, September 15 & 22 (2-part class)

 Understanding Personalities, presented by Joc Clark, September 29

 Coaching for Success I & II, presented by Margaret Schmidt, October 6 & 13, (2-part class)

 Managing Priorities, presented by Joc Clark, October 27

 Team Motivation, presented by Margaret Schmidt, November 10

 Effectively Managing Challenging People, presented by Catherine Goggia, December 1

Manager Development Program presented by Joc Clark, PhD, \$49 per session, 8:30am-11:30am

 Time Management & Decision Making, October 11

 Meetings: Facilitating a Collaborative Work Culture, November 22

 Maximizing Team Performance, December 13

Communication & Conflict Management presented by Catherine Goggia, \$49 per session, 8:30am-11:30am

 Communication I: Plan & Deliver, August 30

 Communication II: Mutual Understanding & Results, September 27

 Conflict Resolution I: Causes & Styles, October 18

 Conflict Resolution II: Situations & Decisions, November 15

 Conflict Resolution III: Dialogues & Behaviors, December 6

AB1825 COMPLIANCE TRAINING Sexual Harassment Prevention presented by George Grams, 9-11:30am

 August 19

 November 18

** Please note legal requirements do not permit late admittance. Participants must arrive to training no later than 9:00am. Doors open at 8:30. If late, participants will need to reschedule and work with our office to meet compliance needs.*

REGISTRATION INFORMATION

Organization: _____ Contact Person: _____

Participant: _____ Phone: _____

Email Address: _____ Job Title: _____

How did you hear about us? _____

BILLING INFORMATION

Direct Billing To: _____ Department: _____

Address: _____

Street

City

State

Zip

Method of Payment*

Check enclosed (preferred) \$ _____ Purchase Order # _____ Invoice Me _____ Sponsor _____

*Checks payable to Butte College – refunds not available

To register, fill out and fax completed registration form to 530-879-4380 or email to

thetrainingplace@butte.edu