

Dr. Marilyn Manning & The Consulting Team



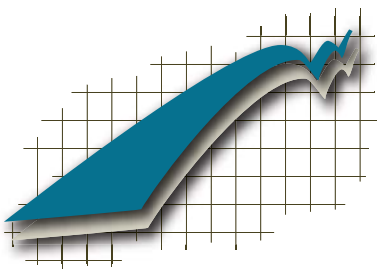
Dr. Marilyn Manning, CEO

Partial Client List

Over 40 California Municipalities & Public Agencies,
Alameda County Library Foundation,
Catapult Communications,
General Electric,
Johnson & Johnson,
Lockheed,
Meeting Professionals International,
National Speakers Association,
PayPal,
Stanford University Hospital,
USGS

As always, your presentation was excellent and well-designed for our department's management goals, objectives, and strategic planning for the future. In particular, your style of encouraging full participation of all attendees and effectively drawing on individual talents has been paramount.

—Greg Munks, Sheriff,
County of San Mateo



Facilitating Positive Change

Workshops & Programs

Are you struggling with tight budgets, slipping revenues, and wondering how to retain your best talent? Have you put plans on hold due to the uncertainties in the economy, and find you are spending more time putting out fires?

The Consulting Team, LLC, can help you make the most of your current resources, keep your current customers/clients satisfied and retain your best talent regardless of the economic situation. Led by founder **Marilyn Manning, Ph.D.**, The Consulting Team offers a full range of leadership and management programs and workshops with immediately applicable tools and techniques to improve your organization's effectiveness in any business or political climate.

Strategic Planning

Discover how to build consensus for your mission, vision, core values, and strategic priorities. Set realistic objectives, actions, timelines and performance measures. Become more focused and productive by using easy to implement strategy tools.

Learn to:

- identify critical issues and measurable solutions
- create actions plans and metrics to implement
- anticipate change and be proactive

Leading Positive Change

How do you deal with the pressure of constant change? Are you creating positive change or are you usually putting out fires? Do you have the right tools to do more with less, faster, cheaper, and better? Studies show that the ability to lead change is a key leadership skill missing in most leaders.

Learn to:

- set realistic objectives to focus on innovation vs. reactive thinking
- establish strategies to overcome resistance and create readiness for change
- manage conflict, identify negative stressors, and modify negative habits

Building Better Teams

Do you have a diverse group of individuals that could be more cohesive and productive? Are you having challenges building trust and keeping your team motivated?

Learn to:

- build synergy, trust, motivation and commitment
- align team values and expectations
- manage team conflicts and diverse styles to increase collaboration

For over 20 years the consultants of **The Consulting Team, LLC** have helped their clients solve difficult organizational and people problems. The Consulting Team is a consortium of recognized experts in communication, training, facilitation, coaching, leadership development, change, conflict mediation, strategic planning, and team building. The Consulting Team has been effective in working with a diverse clientele, spanning a gambit of industries. We carefully evaluate the needs of our clients. This information is used to provide the best match between clients and consultants based on industry and subject expertise. Our success is evident in that 94% of our work is repeat business.

Dr. Marilyn Manning & The Consulting Team



Nan Andrews Amish



Ken Braly



Elaine Schmitz



Howard Miller



Lee Weimer



Victoria Smith-Raymond

Workshops & Programs

Business Writing Basics

Are your written communications clear, concise, and informative? Do you know how to create and edit documents that get decisions made and work completed?

Learn to:

- develop writing practices to improve the efficiency and effectiveness of written communications
- incorporate different writing styles for different audiences and purposes
- increase confidence in your writing abilities

Facilitation and Meeting Management Skills

Meetings, Bloody Meetings! Was the last meeting you held the best use of everyone's time? Would you rate it outstanding? Meetings consume lots of time, money, and energy. We teach you listening, facilitating, organizing, and motivating skills.

Learn to:

- sharpen facilitation skills and handle challenges and difficult group dynamics
- assess needs, goals, and expectations
- keep the meetings focused with deliverables and reinforce ground rules

Performance Coaching

Are you challenged with issues of accountability and communication? Can your team benefit from clearer goals and direction? Do you need techniques for keeping your team motivated and performing at peak levels?

Learn to:

- assess factors of peak productivity
- capitalize on your team's diversity of styles and talents
- evaluate performance, give feedback, coach and motivate employees.

Appreciative Inquiry

Appreciative Inquiry is an experiential, organization development intervention developed by David Cooperrider of Case Western. It focuses on what's working vs. what's wrong. It engages both managers and staff alike with its positive focus and improves leadership, morale, and performance by acknowledging and challenging us to be extraordinary.

Learn to:

- have awareness of the power of appreciation and asking the right questions
- support effective change, open communication, and positive moral, even in a negative environment.
- integrate this approach into the everyday work environment

The Consulting Team, LLC was founded by international author, speaker, and certified management consultant; Dr. Marilyn Manning. Our consultants have worked in High Tech, Financial, Insurance, Healthcare, Pharmaceutical, all levels of Academia, Manufacturing, Non-profit, and in Government from local to Federal. The mission of The Consulting Team is to turn individual and organizational conflict into productivity. We mediate, coach, train, facilitate, and give speeches. We value communication, accountability, and positive change.

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Workshops & Programs

The Consulting Team has expertly led our executive office team through our competitive assessment, strategic planning, priorities and goal setting. What's more impressive, they have brought out the untapped creative side of this top-level executive team to think and act beyond where the company believed it could.

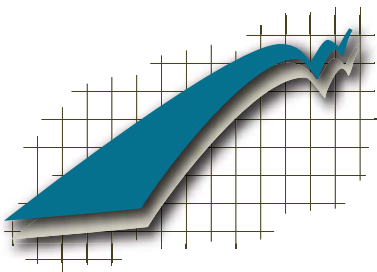
—Pete Nelson, CEO,
California Water Services

Marilyn took the time to develop an outstanding game plan for our workshop and she sticks to it. We were able to accomplish all of our goals, develop a strategic plan framework built on our teamwork, and had pride in what we had developed in our time together.

—James Leal, Chief of Police,
City of Newark Police Department

I would recommend The Consulting Team's services to any organization seeking excellent facilitation and program development. They are by far the best I've worked with.

—Monica LaBossiere, HR Manager,
City of Saratoga



Facilitating Positive Change

Management 101: Lead Like a Pro

Do you have difficulty keeping your team motivated and maintaining a high level of performance? Effective leaders communicate a clear, inspiring vision, initiate positive change, and communicate openly.

Learn to:

- master skills in leading, coaching, facilitating, and motivating
- create commitment and empower others through problem-solving techniques
- utilize strategic and outcome-based planning for better results

Supervisory 101: Back to Basics Training

It is often very challenging to find yourself the "boss" of your former peers. We often get promoted to supervisory positions before any formal "management" training. This workshop will teach the basic skills and build confidence.

Learn to:

- communicate, supervise, and delegate to a diverse team
- give feedback, evaluate performance, coach, and motivate situationally
- build high performance teams, solve problems, and deal with difficult people

Professional Effectiveness and Your Style

Are you focused on vision, but neglecting details? Do you find yourself collaborating too often? Does your perfectionism tempt you to micromanage? A person's style accounts for 60% of the business climate. Certain styles improve the climate, while others tend to erode it.

Learn to:

- build on your strengths and minimize your limitations
- enhance your style for greater effectiveness
- influence and motivate others with diverse styles

Dealing with Conflict and Difficult People

Are you wasting time and energy dealing with interpersonal disagreements and difficult behaviors? Do you struggle with competing priorities, personal agendas, big egos? Effective communication is a leading indicator of financial performance. Conflict avoidance is costly.

Learn to:

- resolve conflict, diffuse anger, listen to all sides, and develop resolution strategies
- capitalize on diversity and boost morale
- enhance listening and feedback skills and identify communication styles

Customer Service: Putting People First

Do you have a fun, service-oriented workplace? Does your commitment to exceptional service extend to your customers and your employees?

Learn to:

- recruit and train a winning, effective, upbeat team
- maximize customer contact skills and handle upset customers
- control stress, effectively manage problems, and create can-do attitudes