

Local Government Liability Pool

Zoom & In-person Instructor Led Courses

Title

Affordable Care Act: What You Need to Know

Americans with Disabilities Act (ADA) Basics

Americans with Disabilities Act (ADA): What Supervisors Need to Know

Attendance Management--What Supervisors Need to Know

Board of Director Training

Business Ethics: What Employees Need to Know

Change Management for Supervisors

Coaching for Superior Employee Performance: Techniques for Supervisors

Communicating Up: How to Talk to High-Level Management

Communication Skills for Employees

Conducting Effective Performance Appraisals

Conflict Resolution and Consensus Building

Conflict Resolution for Employees

Conflict Resolution for Supervisors

Dealing with Change--How Supervisors Can Help

Defensive Driving Non-Commercial Motorists

Diversity for all Employees

Diversity Fundamentals for Supervisors

E-Mail Best Practices for All Employees

Effective Meetings: How-to for Supervisors

Employment Law For Supervisors--What You Should and Shouldn't Do

Encouraging Employee Input

Essential HR--For Those Who Have Recently Assumed HR Responsibilities

FLSA—What Supervisors Need to Know
FMLA for Supervisors (PPT)
Generational Diversity
Grounds for Termination--What Managers and Supervisors Need to Know
Handling Employee Complaints
Hiring Legally
How to Conduct New Employee Orientation
How to Manage Challenging Employees
How to Manage Military Leave
How to Prevent Workplace Violence: A Guide for Healthcare Workers
Interrupting Unconscious Bias for Supervisors
Interviewing Skills for Supervisors
Job Descriptions: How to Write Them Effectively
Leadership Skills: What New Supervisors and Managers Need to Know
Measuring Job Performance--What Supervisors Need to Know
Motivating Employees: Tips and Tactics for Supervisors
Negotiating Skills for All Employees
Negotiation Skills for Supervisors
New Supervisors' Guide to Effective Supervision
NLRA and Unions: What Supervisors Need to Know
Performance Goals: How Goals Help Supervisors Manage Employees More Effectively
Preventing Sexual Harassment: A Guide for Employees
Preventing Sexual Harassment: A Guide for Supervisors
Preventing Workplace Violence: What Employees Need to Know
Problem Solving for Employees
Problem-Solving for Supervisors

Professional Behavior for Supervisors

Progressive Discipline

Recognizing and Overcoming Unconscious Bias for Employees and Supervisors

Recordkeeping and Notice Requirements

Reducing Turnover and Increasing Retention

Stress Management

Substance Abuse in the Workplace - What Supervisors Need to Know

Substance Abuse in the Workplace: What Employees Need to Know

Teambuilding for Employees

Teambuilding for Supervisors

Terminating Employees--The Process

Time Management for Supervisors

Time Management Skills for Employees

Understanding COBRA / HIPAA for Supervisors

Violence in the Workplace - How to Prevent and Defuse for Supervisors

What You Need to Know About Identity Theft

Workplace Ethics for Supervisors

Workplace Harassment--What Employees Need to Know

Workplace Harassment--What Supervisors Need to Know

Workplace Privacy--What Supervisors Need to Know

Workplace Security for Employees