

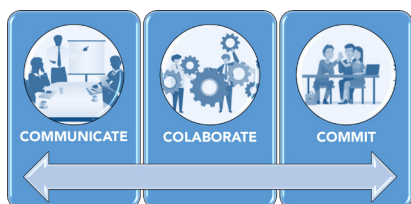


Marla Harr

MIDDLE MANAGEMENT EXPERT

Introducing the Accelerate Your Leadership Role Series

- ◆ 25+ years of corporate management, educational development, coaching and training.
- ◆ Approaches teaching with a sense of humor and down-to-earth personal touch making even the most challenging concepts easy to understand. Classes are high-energy, interactive, and fun.
- ◆ Adjunct faculty member at Arizona State University and California State University.
- ◆ Graduate of The Ohio State University.
- ◆ Certified and trained through the Protocol School of Washington® Business Etiquette and International Protocol Consultant.
- ◆ Author of *From Campus To Corporate – Soft Skills and Etiquette Tips to Transition with Confidence* · *From Courage To Courtesy – Soft Skills and Etiquette Tips for the Fire Service*. Both books can be found on Amazon.
- ◆ Active member of National Speakers Association-AZ chapter, Society for Human Resource Management (SHRM), Association for Talent Development (ATD).



3C Management Training & Consulting

Office Culture

— Is yours killing your team?

“Building a strong team is both possible and remarkably simple. But it is painfully difficult.” Patrick Lencioni. This session examines the five elements that make-up a successful team, understand the role the leader has in each element and the steps required to build a functioning team.

Extinguish Public Speaking Fear

— Stage fright the number one obstacle in giving a speech or presentation

Are you uncomfortable presenting in a business-meeting or public forum, or especially in front of senior leadership? This isn't a weakness; it's simply an area where you need some help in developing the skills that give you the confidence to talk before a group.

Business Savvy You Need to Succeed

— People do business with people they know, like, trust and respect

The transition to a leadership position can be overwhelming. Leadership requires communication, negotiations and social skillfulness. And, proper etiquette and protocols that are important in building new business relationships and partnerships. These management and soft skills are the foundation to success in a career in management.

What to Say and How to Say it

— It's hard work and it's a behavioral skill well worth learning

The need to effectively communicate has not changed in the 21st century. What has changed is the cultural and technological diversity. The challenge is to understand who you need to communicate with, the reason why and what is their style of communication for exceptional results.

What the fork?

— Dining etiquette, business and social

New leaders often find themselves meeting with senior management, important clients and vendors over a meal. Proper dining skills and networking protocols are the keys to making a distinguished first impression and great representation of your company.

What people are saying about what they learned & liked:

- “...loved the current and relevant experience of the instructor.”
- “The interaction that you have with the audience. The “hands on” experience.”
- “She’s engaging and passionate.”
- “...information provided is very relevant in today’s marketplace.”
- “The practical (section on) presentations in afternoon.”
- “The soft skills and lessons on proper etiquette in the business setting”

To see how your company might benefit from Marla’s services you may contact her at:

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Visit her website at:
3cManagementTraining.com