



THE OMBUDS OFFICE

*We're here to listen with an open mind.
We're here to help resolve problems fairly.*

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Confidential Impartial Informal Independent

FALL 2019 WORKSHOPS

COMMUNICATING ACROSS GENERATIONS

In today's workplace, it is likely one will have co-workers of varying ages, from Baby Boomers to Millennials to more recently Generation Z. This presentation will highlight the historical context, values, and preferred methods of communication, while providing you with the knowledge, tools, and techniques to successfully communicate with people of all generations.

October 22, Tuesday, 12-1 pm, Frey Hall, Rm. 226 (West Campus)

November 6, Wednesday, 12-1 pm, Health Sciences Center (HSC/East Campus), Level 2, Rm. 232

MANAGING UP – How to improve your relationship with your boss

Would you like to manage your relationship with your boss? In most cases you can. Reduce unnecessary conflict or miscommunication. Listen, watch and learn about your boss's work style, expectations, priorities, pressures, plus strengths and weaknesses. We will discuss strategies to adjust your style when appropriate and to use your strengths to complement your boss and together work as a team.

October 18, Friday, 12-1 pm, Frey Hall, Rm. 317 (West Campus)

October 30, Wednesday, 12-1 pm, Health Sciences Center (HSC/East Campus), Level 3, Rm. 152

MODES OF COMMUNICATION & WHEN TO USE THEM

Chances are that when you have something to say you may *not always* think about when and how to most effectively communicate. This workshop will identify the various modes of communication, describe the types of communication and when it is most appropriate to use them. Additionally, you'll learn about the key elements of empathic communication and be able to practice them.

October 25, Friday, 12-1 pm, Frey Hall, Rm. 205 (West Campus)

November 5, Tuesday, 12-1 pm, Health Sciences Center (HSC/East Campus) Level 3, Rm. 155

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