Employee Development and Compliance Services Department

Professional Development Courses

The 4 Roles of Leadership®
The 7 Habits of Highly Effective People
Signature®
Adapting Style
Adult Learning Principles
Art Influencing Others
Art of Effective Communication
Art of Influencing Others
Art of Successful Coaching
Art Science Communication
Assertiveness Skills
Behavioral Interviewing
Budgeting Basics
Building Interpersonal Influence
Building Organizational Trust
Business Etiquette
Business Writing
Career Planning Development
Challenging Negative Attitudes
Civility in the Workplace
Coaching Conversations
Committing to the Team Approach
Communicating Effectively in Teams
Communication Mystery
Communication Skills for Emerging Leaders
Communication Skills for Technical Professionals
Complete Mentoring Program
Compliance Decision Making using the “WAVE” Model
Conflict Management
Creating a Shared Team Purpose
Creative Problem Solving
Critical Thinking Skills
Cross Functional Teams
Customer Service Over the Phone
Dealing with Change
Dealing with Conflict
Dealing with Difficult Conversations
Decision Making and Planning Tools
Defining Team Roles Responsibilities
Delegating for Growth
Developing Direct Reports
Developing Your Employees
Dirty Little Secrets
DISC Profile®
Dynamic Decision Making
Effective Listening Skills
Effective Negotiation Skills
Emotional Intelligence
Employee Initiative
Ethics Workplace
Evaluating Team Performance
Exploring Personal Styles
Finance Nonfinancial Professional
First Time Manager
Fish®
The Five Dysfunctions of a Team®
Five Levels of Leadership®
Fundamentals Effective Facilitation
Fundamentals Strategic Planning
Getting Things Done
Getting to Yes
Giving Receiving Feedback
Goal Setting Success
Grand Canyon Adventures
Great Balancing Act
How to Conduct Internal Investigations
How to Develop Deliver Dynamic Presentations
How to Handle Change Upheaval
How to Manage Generation X Employees
How to Manage Your Emotions
Human Performance Improvement
Ideas into Action
Increasing Emotional Intelligence
Interviewing Hiring
Introduction to Situational Leadership II®
Intuitive Decision-Making Profile
Juggling Multiple Priorities
Leadership 101
Leadership, Excellence and Developmental (LEAD)
Professional Development
Leading Through Change
Leading Today’s Workforce
Making Team Decisions by Consensus
Making Team Meetings Work
Management of Meetings
Managing Managers
Managing Remote Teams
Managing Stress
Managing Teams
Managing Technical Professionals
Motivating Employees to do their Best
Multi-Generations in the Workplace
Neurolinguistic Communication Profile: Second Edition
Now Discover Your Strengths
Office Politics
The One Minute Manager®
Performance Management: Through 5 Key Conversations
Performance Skills
Planning for Team Results
Positive Approaches to Resolving Performance Problems
Preparing the Future Leader
Preventing Workplace Harassment
Problem Solving Tools & Techniques
Productive Work Habits
Professional Skills
Project Management
Real World Project Management
Resolving Conflict Work
Resolving Team Conflict Retention
Sales Over the Phone
Sales Presentations Skills
Sandwich Generation
Secrets of Management Success
Sexual Harassment Prevention
Situational Leadership
Society for Human Resource Management (SHRM) Essentials of Human Resources
Society for Human Resource Management (SHRM) Pre-Certification Training
Please contact our office for more information, or to register contact (361) 825-5826 or https://edcs.tamucc.edu.