

## HUMAN RESOURCES

The Society for Human Resource Management (SHRM) recognizes Casper College as a provider of professional development credits (PDC) for the SHRM-SCPSM. These classes are valid for one or two PDC each for the SHRM-CP or SHRM-SCP. Visit [shrmcertification.org](http://shrmcertification.org) for information about certification or recertification.



[caspercollege.edu/ctd](http://caspercollege.edu/ctd)

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# Casper College

## Human Resources Classes



## CREATING ENGAGED EMPLOYEES

Having engaged and motivated employees is vital for the productivity and retention of top talent. Join us for an overview of the many facets involved in creating a strong employee base that is beneficial for a business and its employees and that contributes to immediate and long-term success. Key areas that we will cover include employee development, coaching and mentoring, leading and motivating, providing feedback, building and managing teams, and succession planning.

Course # CEU 0513 70 • .6 CEUs  
Wed., Oct 4 to 18 • 6-8 p.m.  
Location: GW 223  
Instructor: Jeff Litzinger  
Cost: \$85

## DISC® PERSONALITY PROFILE

DiSC is the leading personal assessment tool used by over 1 million people every year to improve work productivity, teamwork, and communication. DiSC provides common language to identify personality strengths and differences in a safe and nonjudgmental atmosphere. Learn how to maximize your strengths, adapt to others' personalities, and communicate effectively in any setting. Each participant will take the DiSC profile assessment during the first class and receive a unique individual report. Call Brienne at 307-268-2085 if you are interested in scheduling a customized DiSC Personality Profile training for your group.

Course # CEU 4005 01 • .5 CEUs  
Location: Upon request  
Instructor: Janet Hoyt  
Cost: \$80/person

## GENERATIONAL DIFFERENCES IN THE WORKPLACE

Generational issues, a hot topic in business and industry, are prevalent where we live and work. Everyone can benefit from learning about the values each generation holds. Understanding where others are coming from at work or home makes it easier to navigate interactions with people of all ages. Learn about the generational issues that are at play and gather communication tips to increase productivity and motivation.

Course # CEU 0708 80 • .2 CEUs  
Tue., Oct. 24 • 9-11:30 a.m.  
Location: GW 223  
Instructor: Dana Volney  
Cost: \$60

## RECORDABLE INJURIES AND IMPLEMENTING A SAFETY CULTURE FOR SUPERVISORS

Human resources and safety professionals are responsible for maintaining OSHA records. Learn what to record and report, including reportable injury requirement changes. We will discuss characteristics of safety leadership programs.

Course # CEU 0550 80 • .2CEUs  
Thurs., Nov. 2 • 1-3 p.m.  
Location: GW 115  
Instructor: CS Consulting  
Cost: \$125

## REFLECTIVE LEADERSHIP

In today's world of overscheduled calendars, we rarely get moments to reflect on how we are doing. This class is for leaders in any field who need a respite from a demanding career as a leader and manager of other people. Take time to reflect on your leadership strengths and weaknesses, and learn how to use reflective practices to become a centered leader. A curated list of leadership readings will be provided.

Course # CEU 0511 60 • .25 CEUs  
Thurs., Sept. 28 • 1-3:30 p.m.  
Location: GW 115  
Instructor: Melissa Stahley-Cummings  
Cost: \$60

## WORDS THAT WORK

Discover how to develop satisfying communication at work and with your family or other groups. Based on the work of psychologist Dr. Marshall Rosenberg, this class offers a fresh approach to enhancing conversation, working with conflict, and understanding the brain in relationship. Bring a copy of Rosenberg's book "Nonviolent Communication, A Language of Life: Life-Changing Tools for Healthy Relationships," 3rd edition, to class.

Course # CEU 0516 60 • 1.6 CEUs  
Tue., Sept. 19 to Nov. 7 • 6-8 p.m.  
Location: LH 184  
Instructor: Marilyn Mullen, MA  
Cost: \$95

