

ST4Y READY

SOFTSKILLS COURSE DESCRIPTIONS AND YOUTUBE VIDEO LINK

Human Resources Bundle

Business Succession Planning

Our Business Succession Planning course will show you the differences between succession planning and mere replacement planning. How you prepare people to take on leadership responsibilities is just as important as hiring the right person for the job. Every company should have a form of succession planning in its portfolio. Video Link: <https://youtu.be/VEY414K8xHs>

Contract Management

With our course, your participants will learn the insides and outs of Contract Management. Contracts are made with vendors, employees, customers, partnerships, and these agreements must be managed carefully. To effectively implement Contract Management, it is necessary to understand all the small details, and that is what you get with this course. Video Link: <https://youtu.be/x9fXFSOd3x8>

Crisis Management

With our Crisis Management course, your participants will understand that a crisis can occur anytime. They will develop skills needed for certain adverse events. Also, they will be able to recognize warning signs to help avoid negative situations altogether or better manage the crisis if the problem occurs. Video Link: https://youtu.be/h3_u6xWQh84

Developing a Lunch and Learn

Our Lunch and Learn course will give your organization a quick and helpful tool to add to its training department. Your participants can also use it as a follow-up or refresher to previous training sessions. It doesn't have to be just about a learning event; it can also involve collaboration, networking, or sharing best practices between employees. Video Link: <https://youtu.be/SBNmvXtPzzo>

Employee Onboarding

Through Employee Onboarding, you will find it lowers costs related to employee turnover. It will increase productivity and produce a happier and more skilled workforce. The new hire phase is a critical time for the company, and having a structured set of procedures will make your company stronger and produce a greater chance of success. Video Link: <https://youtu.be/Y0Jmc5Upv68>

Employee Recruitment

Our Employee Recruitment course will guide your participants and help them interview and recruit the right employee for you. Hiring a new employee is one of the most significant investments you make in any business. Hiring the right employee is very important, as training can be expensive, and employee turnover costs companies millions every year. So, reduce your costs with a great employee recruitment program! Video Link: <https://youtu.be/QQCqTZoQcN8>

Employee Termination Processes

With our Employee Termination course, your participants will begin to see how important it is to develop a core set of skills when they find themselves in a situation where they have to let an employee go. Video Link: <https://youtu.be/lfyW29XrpOk>

Generation Gaps

The Generation Gaps course will help participants understand the various generations present at work. Both the young and older workers will have ideas and suggestions to offer, which will help the organization thrive in the marketplace. Learning how to deal with the generation gaps at work will help you become a better manager or co-worker. Video Link: https://youtu.be/kgTpz_ZoT2o

Health and Wellness at Work

Our Health and Wellness at Work course will be instrumental in creating a “Culture of Wellness” within your organization. Your participants will touch on common issues such as smoking cessation, nutrition, weight loss, and preventative care. Health and Wellness is the responsibility of everyone in an organization, so take the positive step and create a program within your organization.

Video Link: <https://youtu.be/k7vDMp-Pxp0>

Hiring Strategies

Hiring Strategies will save your company time and money to recruit and hire suitable candidates. Your hiring department will benefit from this course as it prepares them to seek that great candidate and make sure they fit your company. Your participants will obtain the necessary tools to find that diamond in the rough. Video Link: <https://youtu.be/6Hjxk7aOl-g>

Human Resource Management

The Human Resource Management course will give managers the essential tools to handle numerous human resource situations such as interviewing, orientation, safety, harassment, discrimination, violence, discipline, and termination. This course will provide your participants with those skills and assist them with certain Human Resource situations. Video Link: <https://youtu.be/DGSrTd-ODfw>

Managing Workplace Harassment

Our Managing Workplace Harassment course guides an ever-changing work environment. Your participants will recognize the necessity for the whole organization to be on board with monitoring and reporting any issues. This course will also help in fostering a safer and more productive workplace.

Video Link: https://youtu.be/lj_eC10wibw

Measuring Results from Training

In our Measuring Results from Training course, your participants will learn about the different ways to evaluate training progress and how to use those results to demonstrate the effects that training brings. Once the activity has been assessed, the next step is to modify and update the curriculum to create content that is better suited for the participants. Video Link: <https://youtu.be/BUFs124AZmg>

Millennial Onboarding

Millennial Onboarding is a specialized type of employee onboarding. With Millennials, we need to tweak the onboarding process to better suit the company’s needs and new hires. It will increase productivity and produce a happier and more skilled workforce. The new hire phase is a critical time for the employee and company, and having a structured set of procedures will make this time run smoother and produce a greater chance of success. Video Link: <https://youtu.be/VH6vvfZ3Wc8>

Office Health and Safety

In the Office Health and Safety course, participants will learn the core skills that will help them identify common illnesses, understand how they spread, recognize symptoms, apply treatment and prevention techniques and establish an emergency response plan. Video Link: <https://youtu.be/jOlU7kiJqbw>

Sensitivity Training

With our Sensitivity Training workshop, you will introduce topics to promote sensitivity and its benefits.

It will also describe the steps that should be taken when it is determined that employees do not comply with the business' policy. This will then help to foster positive relationships between co-workers and in turn, benefit the whole organization. Video Link: <https://youtu.be/8lkocPyCa3c>

Talent Management

We all know that training and retraining is expensive, and our Talent Management course will reduce these costs. Recruiting the correct people and keeping a talented workforce is a priority. Having a talented group of employees has always been the key to success; it will translate into better performance and higher productivity. Talent Management is the investment that will pay dividends for years to come. Video Link: <https://youtu.be/cc6lpP7Dw6g>

Train-The-Trainer

Our Train-The-Trainer course will provide your participants with the skills to help them deliver engaging and compelling lessons. Skills such as facilitating needs analyses and managing tough topics will give your trainees what they require to become a trainer themselves. Video Link: <https://youtu.be/LgnDgaH0pE8>

Unconscious Bias

Everyone has unconscious biases. They live in the recesses of the human brain without us realizing it. These biases grow in each individual and can significantly influence the day-to-day decisions made at home and work.

Our Unconscious Bias workshop will introduce your participants to the ideas and techniques for defining and understanding different unconscious biases. It will show the effects of these biases on a company's culture and business practices. The workshop will also cover the steps to introduce a successful unconscious bias training program in your organization. Video Link: https://youtu.be/n1NgnKi_XgQ

Universal Safety Practices

With our Universal Safety Practices course, your participants will discover how safety affects employee engagement and the bottom line. Safety may seem boring, but an unsafe work environment cannot be ignored. Video Link: <https://youtu.be/pMAZrnsTJWE>

Workplace Bullying

The Workplace Bullying workshop will introduce you to your company's responsibility concerning preventing bullying, as well as the effects of bullying. It talks about what to do if one is being bullied or witnesses another person being bullied. It will also describe the steps that should be taken when it is determined that employees do not comply with the business' policy. Video Link: <https://youtu.be/mkOrLcyLqUE>

Workplace Harassment

Our Workplace Harassment course will give participants the tools to recognize harassment when it occurs. It will help them understand their rights and responsibilities and create a safe environment for all. Your participants will realize that everyone must identify harassment and exercise anti-harassment policies through this course. Video Link: <https://youtu.be/VW1e0LEif1Q>

Workplace Violence

To prevent Workplace Violence, everyone must identify individuals who may be prone to violence. Our course will help your participants recognize certain behaviors and lower the risk of escalated situations. This course will help participants identify the warning signs and give them coping and response tools. Video Link: <https://youtu.be/05GB78wfFI>