

| Nonprofit agencies require skills in leadership and management.

Effective leaders must lead good managers. Management is a skill that can be taught. Leadership, on the other hand, is often learned but most often taught with difficulty. This section contains courses that teach the work of management and explores the art of leadership. Members of a nonprofit agency are engaged in both leadership *and* management.

## A Balancing Act

**Carol Pate**

*cupate@nc.rr.com*

To effectively lead an organization, a balancing act is required. Ever felt like an octopus requiring eight hands, instead of your two, to keep your bases covered? Have you had so many hats on your head at the same time that your head is tipping with the strain on your neck? Do you have bodily stress responses like headaches, tired eyes, tight muscles? Are you working so many hours that self-care is off the burner? Come to relax, breathe, stretch and regroup for a reenergized return to the office.

\$98 | 6 hours

Materials fee: \$5, due at start of course (exact amount please)

**DURHAM | ID: 12546**  
**Wednesday, September 9**

9 AM to 3 PM  
(Working lunch; bring a bag lunch)  
Duke University, Erwin Mill Building,  
Bay C, Room 103C

**HIGH POINT | ID: 12505**  
**Thursday, October 1**

9 AM to 3 PM  
(Working lunch; bring a bag lunch)  
High Point Museum, Education Classroom

## Peak Performance Strategies for the Effective Manager

**Tony Fountain**

*tonegf@comporium.net*

Many manager/supervisors work their way into key positions through tenure, commitment, and self-learning, leaving critical skills to develop. Focusing on the practical aspects of management and proven competencies, this workshop will assist managers with discovering the foundation for success for which to build upon with any supervisory role. Through self-assessment, each participant will leave with a practical action plan to implement learned skills to enhance their daily focus, and in the process discover how to move from an effective manager to a proven leader.

\$82 | 5 hours

Materials fee: \$5, due at start of course (exact amount please)

**CHARLESTON, SC | ID: 12500**  
**Friday, October 2**

9 AM to 3 PM (1 hr networking lunch)  
St. Francis Hospital, Mall Classroom 2

**COLUMBIA, SC | ID: 12481**  
**Thursday, October 8**

9 AM to 3 PM (1 hr networking lunch)  
Still Hopes Retirement Center,  
Club Room - Building 5

## The Key to Personal Effectiveness: Finding Optimal Function

**Jonathan Kimball**

*kimballj@winthrop.edu*

What is your zone of optimal function? Whether you're an athlete, CEO, or somewhere in between, every skilled performer has a unique set of physical and mental characteristics that intertwine to develop a peak performance level. This seminar will help the individual pinpoint their current state of performance by completing an honest self assessment, and develop honing skills to cultivate a more effective self. In addition, participants will leave with a better understanding of the mental and physical processes that make them more effective as managers and leaders.

\$82 | 5 hours

**COLUMBIA, SC | ID: 12478**  
**Friday, October 2**

9 AM to 3 PM (1 hr networking lunch)  
Still Hopes Retirement Center,  
Club Room - Building 5

## It's All About You!

**Carol Pate**

*cupate@nc.rr.com*

You are the key to building a strength-based organization. It must start with you! You're invited to participate in a day of dialogue and discovery as you carefully consider your personal asset base through an informal assessment of

your skills, learning style, virtues and beliefs. We will examine the implications for leadership from a new perspective through a process that focuses on identifying strengths, being nonjudgmental, appreciating differences and taking care of you as a leader.

\$98 | 6 hours

Materials fee: \$5, due at start of course (exact amount please)

**DURHAM | ID: 12547**

**Wednesday, October 7**

9 AM to 3 PM

(Working lunch; bring a bag lunch)

Duke University, Erwin Mill Building, Bay C, Room 103C

## Practicing Plenty

**Daniel Pryfogle**

*daniel@signalhillspot.com*

In this unique two-part workshop, participants will learn a set of practices that draw upon spiritual disciplines and entrepreneurial habits to reframe leadership as participating in plenty. To speak of abundance, especially now amid the global financial crisis, is not to escape from reality but rather to pay attention to more reality: the assets already present in our lives and organizations. The two-day structure, with four weeks in between sessions, will give leaders an opportunity to practice the practices and return for group reflection. The class is limited to 12 participants. Participants must attend both sessions.

\$194 | 12 hours

Materials fee: \$5, due at start of course (exact amount please)

**GREENSBORO | ID: 12462**

**Tuesdays, October 20 & November 17**

9 AM to 4 PM (1 hr networking lunch)

Vance Chavis Library, Meeting Room

## Nonprofit Professional's Role as Change Agent

**John Curtis**

*jcurtis@iodinc.com*

Today's extraordinary economic environment is placing unprecedented demands on nonprofit organizations to change or risk extinction. Productive change does not happen by accident, nor can it be mandated. This fast-paced, interactive and highly relevant course—designed specifically for nonprofit leaders—will teach proven, proprietary methodology using six validated “Change Drivers” to initiate and sustain organizational change. As a result of attending this course, participants will: learn how to measure your organization's change capacity; assess your track record of change; and develop a measurable and descriptive plan to ensure the full acceptance of whatever change initiative is begun by the organization. Upon registration, enrollees will receive an on-line Change Readiness Survey, to be taken anonymously.

\$82 | 5 hours

Materials fee: \$5, due at start of course (exact amount please)

**CLYDE | ID: 12554**

**Thursday, October 22**

10 AM to 4 PM

(1 hour networking lunch)

Haywood Community College, High Tech Auditorium

## Leadership Through Influence

**Robert Kenney**

*ptt@lynchburg.net*

Do others see you as “worthy of influence?” You probably work with a board, a staff, and volunteers who typically comply with your suggestions and requests because they want to do so,

rather than because they think they have to obey. Assess your own leadership style and learn how to use the power of language to positively influence people and results. Learn how to strategically plan for and more confidently produce favorable influence situations, by aligning your message with the specific needs of your target audience. Discover new, more effective sources of personal power to maximize positive impact and to increase the buy-in and commitment of others.

\$130 | 8 hours

Materials fee: \$10, due at start of course (exact amount please)

**DURHAM | ID: 12571**

**Wednesday, October 28**

9 AM to 5 PM

(Working lunch; bring a bag lunch)

Duke University, Erwin Mill Building, Bay C, Room 103C

## Results-Oriented Leadership

**Leonard Butler**

*butler@elon.edu*

Evaluate and carefully measure your effectiveness as a leader. Review the characteristics that leading behavioral scientists have researched for getting the job done. Compare your style and formulate plans for change that will allow you to become more results oriented.

\$114 | 7 hours

Materials fee: \$5, due at start of course (exact amount please)

**DURHAM | ID: 12534**

**Thursday, December 10**

9 AM to 5 PM

(1 hour networking lunch)

Duke University, Erwin Mill Building, Bay C, Room 103C