## 2021 Professional Development

## Interpersonal Skills for Ministry

**Interpersonal Skills for Ministry** are the skills we use every day when we communicate and interact with other people, both individually and in groups.

They include:

* **Verbal and Non-verbal Communication**
* **Conflict Management**
* **Negotiation**
* **Problem-solving**
* **Decision-making**
* **Assertiveness**
* **Assessment and Providing Feedback**

Developing these skills is vital for effective leadership within our Archdiocese.

All workshops will be held at the Flaget Center.

**WORKSHOPS CAN BE TAKEN INDIVIDUALLY**

**August 10, 2021** Listening Skills (9:30 a.m. – 3 p.m.) GEORGE HAARMAN

To enable leaders to become effective listeners. Topics will include: Attending Skills, Mirroring and Reflective Skills, Paraphrasing, Listening to and for Emotions, and Overcoming Barriers.

**September 14, 2021** Conflict Management Skills (9:30 a.m. – 3 p.m.) CAROLE FOWLER

To enable leaders to navigate conflict in more healthy and productive ways. Topics will include: Empathy, Appropriate Responses, Denial, Avoidance, and Managing Emotions.

**October 12, 2021** Collaborative Problem-Solving Skills (9:30 a.m. – 3 p.m.) BRIAN REYNOLDS

To enable leaders to implement creative solutions. Topics will include: Win/Win, Broadening Prospective, Mediation, and Barriers to Peaceful Resolution.

**November 16, 2021** Assertion Skills (9:30 a.m. – 3 p.m.) EMILY CASH

To enable leaders to be assertive without being dominating, manipulating, or combative. Topics will include: Negotiating, Influence, Boundaries, and Relationship Management.

**December 7, 2021** Skills for Teams (9:30 a.m. -3 p.m.) SAL DELLA BELLA

To enable leaders to effectively manage others toward a common purpose. Topics will include: Boundaries, Confidentiality, Shared Visioning, Evaluation (Why and How), Goal Setting, and Accountability.

**About our Presenters**

 **George Haarman** received his doctorate in clinical psychology from Spalding University in 1989 and is a member of the American Psychological Association. In addition to his private practice in Marriage and Family therapy, Dr Haarman is an author and has served as an instructor at Bellarmine University and Spalding University.

**Carol Fowler** is the retired Director of the Department of Personnel Services for the Archdiocese of Chicago. She holds a Doctor of Ministry degree from St. Mary’s Seminary and University, Baltimore, and currently teaches, conducts workshops, and consults on areas of Church management, best practices in Church human resources, and leadership development.

**Brian Reynolds** earned a Doctorate in Leadership Education from Spalding University. Besides his work as Archdiocesan Chancellor, Dr. Reynolds has served as a consultant, trainer, and author in church ministry for almost 40 years and has worked with over 100 dioceses.

 **Emily Cash** is a licensed psychologist. She received her graduate degree in clinical psychology from Spalding University and completed her doctoral training in a community mental health setting in New York City. She currently serves as the director of the St. Luke Center.

 **Sal Della Bella** earned his graduate degree in Applied Spiritual Theology from Mount Saint Mary’s University in Los Angeles, California. He currently serves as the Director of Parish Leadership Development for the Archdiocese of Louisville and conducts workshops, training, and consultation for parish leaders.

**Registration Information**

Cost: $15 per workshop (lunch provided)

 Register with Linda McLemore lmclemore@archlou.org or (502) 585-3291