

# ESSENTIALS FOR POSITIVE LEADERSHIP AND MANAGEMENT TRAINING

## Application for Spring 2025

This in-person and highly interactive training offers tools and tips to address common leadership and managerial challenges in a positive, constructive way. The training is intended to benefit high potential leaders and both new and experienced managers. Different sessions address motivation and engagement, positive coaching and feedback, and handling common challenges such as time management and effectively managing supervisor/supervisee relationships.

The training also allows the participants to build a network of supportive peers from other organizations who can be sounding boards to share and discuss leadership and supervisory challenges.

Name (as it should appear on the Certificate of Completion):

\_\_\_\_\_

Mailing address: \_\_\_\_\_  
Street City State Zip

Phone number: (\_\_\_\_) \_\_\_\_\_ / Cell phone: (\_\_\_\_) \_\_\_\_\_

E-mail address: \_\_\_\_\_ / personal email \_\_\_\_\_

Current occupation and name of employer: \_\_\_\_\_

Employer's mailing address: \_\_\_\_\_

Current position: \_\_\_\_\_

How did you hear about the training? \_\_\_\_\_

How would you most like to benefit from participating in the training? What would you like to learn?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SCHEDULE**

8 Tuesday mornings: May 6, 13, 20, 27, June 3, 10, 17, and 24, 2025 from 8:00 – 11:30 a.m.

*(Please note: must attend 7 of 8 sessions for Certificate of Completion. A partial absence from a session is considered one absence.)*

**LOCATION:** Santa Fe Woman’s Club, 1616 Old Pecos Trail, Santa Fe, NM 87505

**COST:** \$1,145.00

*Please select an option:*

I attach a check for this amount \_\_\_\_\_ to this application form

Please email me an invoice

Please invoice me through PayPal  Name & email: \_\_\_\_\_

Please email an invoice to my employer  Name & email: \_\_\_\_\_

\_\_\_\_\_

PRINTED NAME OF APPLICANT: \_\_\_\_\_

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_