



CORPORATE WORK-LIFE SEMINARS

Programs for Working People is a nationwide training firm specializing in corporate education programs and work-life seminars. Based in the Boston area, the organization works with companies to help employees and managers lead more effective, productive, balanced, and satisfying lives.

The opportunity for training is highly valued by today's employees; so is having a sense of work-life balance. Today's workers want it all -- to be successful at work and to have a rich and satisfying life beyond work. Today's enlightened employers know how to respond to these needs.

Corporate training is a cost-effective way to demonstrate an awareness of employees' complex lives and a commitment to their well-being and success. Our content-packed, lively, and thought-provoking seminars focus on a wide variety of professional, personal, and family life issues. Complete listing of seminar topics can be found on the reverse.

Our Worksite Seminars

- Help employees recognize that others share their issues and challenges
- Provide support as individuals manage complex, conflicting priorities
- Enhance employees' efforts to integrate personal, family, and work lives
- Assist workers with managing change, time, stress, relationships, and money
- Energize employees to make significant lifestyle changes
- Build camaraderie and improve the nature of interactions
- Facilitate efforts to manage dependent care responsibilities
- Enhance employees' ability to focus on getting the job done

Our Comprehensive Set of Services Includes

- Training topic interest surveys to ensure seminars are well attended
- Multiple scheduling options that maximize successful outcomes

- A wide variety of topics covering all stages of the life cycle and career
- Top-notch training professionals experienced in their subject areas
- A curriculum model that allows both consistency and flexibility
- Comprehensive, up-to-date seminar content that hits the mark
- Innovative training activities based on principles of adult learning
- Consultation and assistance with in-house seminar promotion
- A comprehensive report on the results of evaluations

What Participants Say about our Training Sessions

"The seminar provided practical suggestions, was very therapeutic, and exceeded my expectations."

Stress management

"The overall presentation was excellent. Most of the time I take away very little, but all of it was useful."

Seeking a balance

"The examples of techniques were numerous and varied."

Assertiveness

"I enjoyed sharing comments and ideas with other parents. I feel very fortunate that the firm provides this benefit."

Positive parenting

"I liked the basic, easy-to-understand approach."

Getting a grip on life

Our Delivery Strategies

Each training session is presented in an interactive format that allows participants to learn from each other as well as from the trainer. Instructional methods include brief mini-lectures, guided exercises, and carefully led, interactive discussions. Attendees are encouraged to express their concerns, ask questions, gather new strategies, try out various approaches, and share successful tips for managing challenges.

SEMINAR TOPICS

Life Management:

- Building Self-Esteem in Work and Personal Life
- The Challenge of the Twenty-Four Hour Day
- Dealing with Anger in Positive Ways
- Designing the Second Half of Your Life
- Getting Organized at Work and at Home
- Having a Life when All You Do Is Work
- Managing Guilt in Work and Personal Life
- Mastering Change in Challenging Times
- Street Smart: Self-Defense for Women
- The Softer Side of Retirement

Health, Nutrition and Wellness:

- Focus on You: Self-Care for Pressured People
- Getting Fit, a Bit at a Time
- Getting the Sleep You Need: Managing Insomnia
- Healthy Food Choices for Busy People
- Managing your Shiftwork Arrangement
- Meditation, Mindfulness, and Moment Management
- The Stress-Buster Diet
- Understanding Food and Mood

Stress Management:

- Beyond the Basics: A Stress Management Tool Kit
- Getting a Grip on Life
- Managing Stress in Work and Personal Life
- Managing the Stress of a Demanding Career
- Motivation Magic: Making Lifestyle Changes
- Phone Frustration: Dealing with Call Center Stress
- Seeking Sanity: Managing Work-Life Challenges
- A Spiritual Approach to Stress Management
- Stop the Spinning: Slowing Down, Getting More Done

Financial Planning:

- The ABC's of Money
- The Basics of Wealth Preservation
- The Business of Retirement
- Countdown to College: Funding Higher Education
- Debt Do's and Don'ts: Reducing Financial Stress
- Fifty Nifty Financial Planning Tips
- A Lifetime Prescription: Wealth and Happiness
- Making the Most of Your Money
- Managing Money in Tough Times
- Thinking Abundance: Managing Money Attitudes
- Thinking Big: The Basics of Investing
- Understanding Your 401k Investments

Parenting:

- Behavior and Development of Preschoolers
- Building Your Child's Self-Esteem
- Coping with the Care Gap: The After School Dilemma
- Discussing Difficult Topics with Teenagers
- Effective Communication with Young Children
- Encouraging Responsibility in Children
- Father to Father: Being the Dad You Want to Be
- Helping Children Manage Anger and Conflict
- Making the Most of Time with Your Child: Being There
- Managing Problem Issues with Teens
- Parenting and Positive School Experiences
- Parenting as Partners: A Unified Front
- Parenting Your Adolescent
- Positive Discipline Strategies
- Sibling Issues and Rivalry
- Talking with Children about Terrorism and War

Elder Caregiving:

- Choosing a Long-Term Care Facility
- The Facts on Aging in America
- Legal and Financial Issues for Aging Adults
- Making Sense of the Medicare Maze
- Managing Responsibilities for Aging Adults
- Resources and Options for Elder Care
- Tough Choices: Making End-of-Life Decisions

Relationships:

- Courageous Communication at the Workplace
- Creative Confrontations at Work
- Dealing with Difficult Clients with Ease
- Dealing with Negativity at Work
- Effective Communication in the Family
- Making Family Meetings Work
- Positive Relationships at the Workplace
- Resolving Family Conflict
- Stand Up For Yourself: Strategies for Assertiveness
- Staying Married in the Twenty-First Century

Management and Professional Development:

- Low-Cost Work-Life Strategies and Solutions
- Mastering Challenges in a Changing Organization
- Polishing Your Presentations Skills
- Understanding and Preventing Sexual Harassment
- Understanding and Responding to Work-Life Issues
- Work-Life Effectiveness for Individuals and Organizations