

WHO SHOULD ATTEND

Any personnel interested in developing leadership, team building, and conflict resolution skills

Upon registering, you'll receive a link to join the webinar with instructions. Check your junk mail folder in case you don't see it. Register at policerecordsmanagement.com

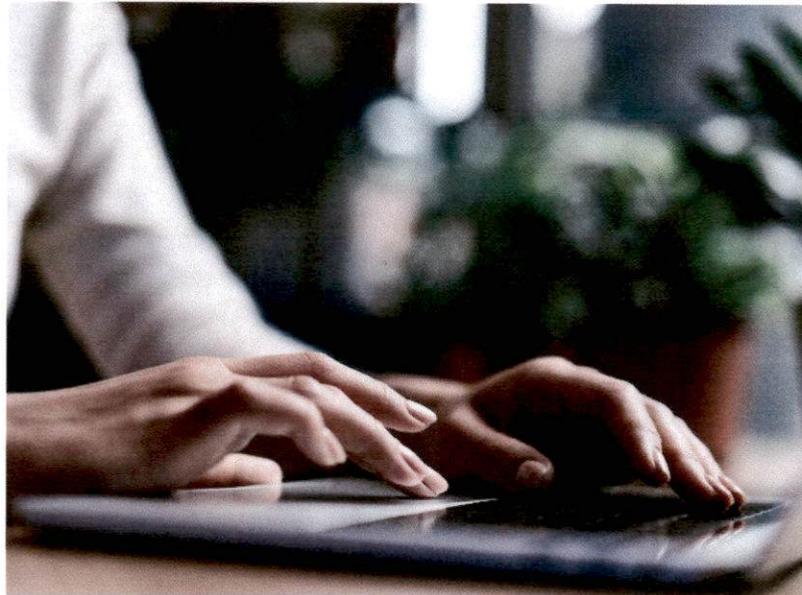
OVERVIEW

Building a successful records unit begins with leadership. The PRI Leadership in Records course is a one-day program designed for enhancing leadership awareness and competencies. The course focuses on the mindset and skills required to successfully lead and work as part of a records team.

You will learn how to contribute to the motivation of staff and develop effective teams to meet your agency's objectives. Learn about the different personality types, how to better manage conflict, increase communication, and help others embrace change more effectively.

Topics include:

- Your leadership style
- Employee engagement
- Leading with intention
- Emotional intelligence
- Building a team



REGISTRATION INFO

Checks and credit cards accepted. Cancellations must be made 5 days in advance to receive a refund. Otherwise, a credit will be provided for other dates or courses.

Checks should be made payable to: PRI Management Group
150 Alhambra Circle, Ste. 1270
Coral Gables, FL 33134

DATES

- July 21, 2022
- Sept. 14, 2022

Note: please check our website for the latest course dates.