Non-Credit Leadership Development Workshops

Please call us or visit our website at manoa.hawaii.edu/studentlife for more information on scheduling a workshop.
14 different workshop/training topics are available to UHM student groups. These topics include:

1) **Balancing Academics and Involvement**
   - Time Management
   - Prioritizing

2) **Communicating Effectively in Groups**
   - Listening to Understand
   - Assertiveness - Working with difficult people and challenging situations

3) **Effective Meeting Management**
   - Agenda planning/Meeting flow
   - Brainstorming
   - Basic Team Building in Meetings

4) **Event and Program Planning**

5) **Goal Setting for Organizations**
   - Goal Setting Process
   - Selecting Annual Goals
   - SMART Goals as a refining technique

6) **Group Development**
   - Understanding Yourself, What You Need, What Others Need
   - Building Interpersonal Effectiveness in Groups
   - Personality Inventory

7) **Leading with Soul**
   - Connecting or Re-connecting to your passion as a leader

8) **Marketing Your Leadership Experience during a Job Search**
   - Compiling and defining your positions and skills gained
   - Showcasing your development as a leader, overall development
   - Start Resume or curriculum vitae creation

9) **Motivating Group Members**
   - Getting Motivated and Staying Motivated
   - Empowering Each Other
   - Effective Delegation and Volunteering for Projects

10) **Team Building 1, Outdoor Teams Course, 3 hours**
    - Choice of 4-5 outdoor activities that can be completed in 3 hours
    - Work as a team to problem solve challenges

11) **Team Building 2, Indoor Team Challenges, 2.5 hours**
    - Work as a team to problem solve challenges

12) **Team Building 3, Coordinate Outdoor Recreational Activity in Conjunction with Leisure Programs**
    - Please contact Recreational Services - Leisure Programs, 956-6468
    - Note: Recreational activity options include snorkeling, hiking, kayaking, stand-up paddling and surfing. The date, time, location and fee schedule for this option is scheduled and calculated on a case by case basis by the Recreational Services-Leisure Programs office.

13) **Visioning**
    - Developing a vision and mission for your organization

14) **Working Effectively with Others**
    - Learn your personality identification through a user friendly practical tool (Blue, Green, Gold, or Orange). What is your preferred style?
    - Learn your preferred style when dealing with conflict through a user friendly practical tool (Shark, Fox, Turtle, Teddy Bear, or Owl). What is your preferred style?

### Fee Schedule for Outdoor Teams Course (does not apply to option #12)

<table>
<thead>
<tr>
<th># of Participants</th>
<th>Outdoor Teams Course</th>
<th>Leadership Workshops</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-10</td>
<td>$35 per Session</td>
<td>$40 per topic/session</td>
</tr>
<tr>
<td>11-20</td>
<td>$70 per session</td>
<td>$50 per topic/session</td>
</tr>
<tr>
<td>21-30</td>
<td>$105 per session</td>
<td>$120 per topic/session</td>
</tr>
<tr>
<td>31-40</td>
<td>$140 per session</td>
<td>$160 per topic/session</td>
</tr>
<tr>
<td>41-50</td>
<td>$175 per session</td>
<td>$200 per topic/session</td>
</tr>
</tbody>
</table>

Beyond 50 participants are calculated as follows:

**Fee Schedule for Outdoor Teams Course** (2-3 hour session) Increments of $35 per group for additional 1-10 participants

**Fee Schedule for Leadership Workshops** (90 minute session, except Indoor Team Challenges which is 2.5 hours) Increments of $40 per group for additional 1-10 participants