LifeLabs Program Menu

Accelerate learning across your organization.

1. Focus on **managers & execs** for the most impact in the shortest amount of time. `Pg. 2-3`

2. Help **individual contributors** skill up in areas most critical to their success. `Pg. 4`

3. Keep **all-staff engagement** high with enrichment workshops delivered regularly. `Pg. 4-5`

4. Launch powerful **org-wide initiatives** (e.g., Diversity & Inclusion, offsites, etc.) `Pg. 5-6`

We deliver all workshops in person or virtually to include distributed employees around the world.

Manager CORE Program

Rapidly develop your people leaders in what research shows to be the **8 core skills** of great managers (each workshop is 2 hours, 10 participants max).

Manager CORE 1 Workshops

The 4 essential building blocks of effective management.

Week 1: Coaching Skills	Week 2: Feedback Skills
Master the fundamental skill of great leaders: developing people to become high performers.	Give performance-changing feedback even when the topic is tough and time is limited.
Week 3: Productivity & Prioritization	**Week 4: Effective 1-1s**
Collect tools to help you and your team make progress on the most critical priorities.	Use 1-1s to maximize direct reports' progress, feeling of inclusion, growth, and engagement.

3 Months Later

Manager Intensive 1

At the critical point in the learning cycle when new skills start to fade, assess CORE 1 skills and take them to the next level by practicing and applying them to challenging scenarios.

Manager CORE 2 Workshops

Once managers complete CORE 1 essentials, they learn to approach their work strategically in areas that most impact the business.

Week 1: Strategic Thinking	Week 2: Meetings Mastery
Test and sharpen problem solving, goal setting, and strategic thinking habits.	Become an outstanding meeting facilitator, taking groups from discussion into strategic action.
Week 3: Leading Change	**Week 4: People Development**
Change is critical but most change efforts fail. Learn how to make change stick over time.	Expand team capabilities and increase engagement by helping direct reports grow.

3 Months Later

Manager Intensive 2

Assess CORE 2 skills and take part in a series of tough practice drills and case studies to refresh and deepen strategic management capabilities.

Executive CORE Program

Empower executives to build a culture that models and reinforces what research shows to be the **8 core skills** of great managers (each workshop is 2 hours, 10 participants max).

Executive CORE 1 Workshops

The 4 essential building blocks of effective leadership.

Week 1: Meta Coaching	**Week 2: Feedback Culture**
Help your organization's leaders become more effective at growing their team's capabilities.	Sharpen your feedback skills and learn how to create a culture of continuous feedback.
Week 3: Productivity & Prioritization Habits	**Week 4: Org-Wide Effective 1-1s**
Diagnose team and company productivity challenges and make small, powerful changes.	Model holding high quality 1-1s and optimize the quality of 1-1 conversations company-wide.

Executive CORE 2 Workshops

Once execs master CORE 1 essentials, they must learn to approach their work strategically in areas that most impact the business.

Week 1: Building Strategic Thinking Habits	**Week 2: Creating an Effective Meeting Culture**
Learn how to help people across the org think more strategically.	Become an outstanding meeting facilitator and improve meeting quality across the org.
Week 3: Leading Org-Wide Change	**Week 4: People Development at Scale**
Lead successful change efforts and create a flexible, resilient organization.	Attract, retain, and leverage top talent by enabling continuous people development.

Individual Contributor Essentials

Accelerate your IC development in the two most critical drivers of performance, collaboration, and engagement. These skills complement the manager and exec training programs, resulting in rapid company-wide alignment (each workshop is 2 hours, 30 participants max).

1. Feedback Skills	2. Career Growth
Increase communication, collaboration, and personal growth by giving and collecting high quality feedback – even in tough situations.	Understand your strengths and your team's needs so you can take charge of your own personal and professional development.

All-Staff Enrichment Program

Show your employees—at all levels—that you're investing in their development. Grow their ability to contribute to the org while increasing cross-team connections. We can help you pick topics from the list below or help you survey employees (each workshop is 2 hours, 30 participants max).

Option A: Monthly Series	Option B: Bi-Monthly Series
12 workshops, 1 topic per month	6 workshops, 1 topic every other month

Influential Communication
Earn influence, improve collaboration, and build relationships by adjusting how you communicate.

Productivity & Prioritization
This session bundles the most successful hacks for working smarter, faster, and better.

Delivery Skills
Capture attention, demonstrate warmth and competence, and make messages memorable.

Presentation Content Design
Collect tools for crafting more engaging, memorable, and clear presentations.

Negotiation Skills
Acquire the skills and knowledge you need to reach win-win outcomes in everyday work and life.

Conflict Resolution
Learn how to address conflict proactively and resolve it well – turning tension into connection.

Emotion Regulation
Identify your triggers and practice regulating techniques to stay calm and collected under pressure.

People Reading
Read micro-expressions to increase connection and influence (based on CIA & FBI training).

Personality & Work Styles
Understand your personality and practice flexing your style to collaborate with different work styles.

Effective Email
Tweak your emails to communicate with clarity and warmth and get the replies you want.

Advanced Listening Skills
Fix common communication barriers and increase your ability to listen on deeper levels.

Behavioral Interviewing Skills
Reduce interview bias, increase the quality of new hires, and create a great candidate experience.

Meetings Mastery
Learn advanced meeting skills and make meetings productive even when you're not in charge.

Understanding Team Dynamics
Diagnose and optimize how well your team works together, no matter what your role.

Problem Solving Skills
Become a better problem solver – generating more novel and effective solutions.

Crafting Surprise & Delight
Harness surprise psychology to delight coworkers and clients and create memorable moments.

Org-wide Initiatives

Are you looking to make a sweeping change across your org? We support the initiatives below through a combination of training, resources, and consulting.

1. Build an Inclusive Culture

The world of Diversity & Inclusion can be overwhelming. We'll help you create a simple, powerful plan of action, including the **workshops** below, embedding behaviors of inclusion into our **CORE programs**, and helping you make small changes to your **org systems** that have the biggest impact.

Unconscious Bias & Behaviors of Inclusion	**Behavioral Interviewing Skills**
Build awareness, shared vocabulary (to make scary conversations easier), and learn how to be an advocate for yourself and others.	Learn and practice tools that reduce bias, increase the quality of your hires, and create a great candidate experience.

2. Create a Feedback Culture

Feedback is critical to individual and company success, yet it is one of the toughest habits to instill. Transform your organization's feedback culture through a combination of **workshops** and expert consulting on your **org systems** and norms.

Feedback Skills (Execs, Managers, Individual Contributors)

Help employees at all levels of the organization develop feedback skills, confidence, shared expectations, and shared vocabulary to take the fear out of tough conversations.

3. Support a Distributed Workforce

Whether your company is fully or partially distributed, we can equip you and your employees with the skills and knowledge they need to optimize productivity, communication, engagement, and inclusion. Develop a program that consists of the **workshops** below and expert consulting on your **org systems**.

Managing Remotes	**Working Remotely**
Understand the unique challenges of managing remote employees and learn how to improve engagement, productivity, and connection.	Learn to improve productivity, influence, and communication when working remotely or with a dispersed team.

4. Team Development

One of the best predictors of individual effectiveness is team effectiveness. Looking to maximize how well your teams work together even as your company scales and changes? We recommend:

High Performance Teams Session (HPT)
In this 4-hour intensive, teams build greater cohesion, productivity, and communication. Drastically cut down the time it takes to build trust and do great work together. (15 participants max)

Additional Services

Want more support? LifeLabs can partner with you to build a robust L&D program, including:

- **Offsite workshops** for groups of all sizes
- **Workshops for specialized audiences** (e.g., sales professionals, women leaders)
- **Coaching** for executives, managers, and individual contributors
- **Organizational consulting** on areas such as onboarding and performance reviews
- **Keynotes** for events

To launch your program, contact your LifeLabs Point Person or email hello@lifelabslearning.com.