

Training Title: Transparent Communication in the Workplace

Organization: Six and a Half Consulting

Description:	Employees who are inspired by their organizations enjoy cultures that are equitable, have clearly defined roles and responsibilities, and demand accountability. Transparency is at the heart of these organizations and information flows without restraint.
Defined Instructional Objectives:	Participants will learn about establishing and implementing protocols for communication and systems for positively reinforcing these systems. .
Measurable Learning Outcomes:	<ol style="list-style-type: none"> 1. Participants will learn how to ask powerful questions 2. Participants will learn the principles and practices of design thinking 3. Participants will learn the power and application of sharing successes for increased learning and growth 4. Participants will learn how to maximize the power of communication throughout the organization 5. Participants will learn the impact of the Voice of the Employee (VoE)
Course Components:	<ol style="list-style-type: none"> 1. Team culture 2. Clearly Defined Roles 3. IDEO's Design Thinking 4. Committees 5. Celebrating Successes 6. Communication in All Directions 7. Voice of the Employee (VoE)
Assessments Methods:	Verbal understanding of concepts and written reflection (worksheets), completion of self assessments
Delivery Methods:	In person one to one and group training sessions, goal setting worksheets, exercises, active/empathic listening templates, progress tracking
Format:	This training is offered in person one to one, group, or by Skype/Facetime and can be adapted to partnerships and teams.
Duration/Schedule:	The training is based upon 8 hours of individual and group sessions over a period of 4 to 6 weeks.
Attendees:	1 to 10
Completion Requirements:	Participants are required to complete 8 hours of training plus and additional estimated 6 hours of project homework.
Course Fees:	This full day training for up to 20 attendees costs \$8500 plus GST. Included in these fees are 10 hours of individual training to be used at clients discretion with attendees.

Training Facilitator Credentials:	Casey Miller has more than 15 years experience in leadership roles and leadership training across the public, private and non-profit sectors. Over the span of his career, Casey has served as a facilitator and trainer in domestic and international enterprises, helping organizations reach their potential through research-based organizational psychology. As a the President of Six and a Half Consultant, Casey works as a business coach, trainer, and facilitator, designing and instructing leadership and management trainings to many Vancouver-based businesses and organizations, including Culinary Capers, Half Moon Yoga, Xeva Mortgage and Northwest Atlantic.. Casey is also a frequent speaker at the Westside Schools and various trade associations in the lower mainland, including PMIBC, HTFPBC, and HRMABC. Casey is also an external consultant with the YMCA Youth Employment Program facilitating business coaching and skill development for young entrepreneurs. Casey holds a masters degree in Public Administration and another in Theological Studies from Harvard University.
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