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Leadership Lunch Series

Get into Action in 2010 • Maximize Your Effectiveness • Improve Your Life

Mary Ann Masur and Synergy Consultants Invite You to a 3-Session Online, Interactive Leadership Lunch Series

The Series Agenda

PROGRAM DETAILS

Each session is a one hour interactive online webinar where you can learn, ask questions and share ideas. Take the program from the comfort of your office or home.

TIME

All Sessions, 1pm EST

DATES

Session 1: January 12, 2010
Session 2: February 9, 2010
Session 3: March 9, 2010

COST

\$40 per Webinar Session or
\$99 All 3 Webinar Sessions

TO REGISTER

www.Synergy-Consultants.net

REGISTRATION DEADLINE

Register by **January 8th** for the entire series or for the January webinar.

SESSION 1: **Jumpstart 2010 - January 12th, 1pm EST**

- Get into the action
- Be proactive
- Embrace change
- Grow your business
- Live a balanced life

We will take tips from Mary Ann's book, *Leadership Tips: 52 Weeks to Business and Personal Success Volume 2*, and show how you can apply them to your life.

You will take away a customized plan to create momentum for increasing business growth!!!

SESSION 2: **Communicate Effectively with Your Colleagues, Clients and Friends - February 9th, 1pm EST**

- Gain insights into your own leadership style
- Understand and communicate with the four behavioral styles
- Tailor your message to your audience
- Learn how to present issues for maximum effectiveness
- Take communications less personally and reduce stress

You will take away better communication skills which will increase your effectiveness and reduce conflict and frustration.

SESSION 3: **Increase Your Personal Productivity- March 9th, 1pm EST**

- Learn 10 time tips to be focused and productive
- Eliminate time wasters
- Develop ways to deal with interruptions in your day

Are you overwhelmed and have difficulty prioritizing and focusing? Do you feel as if the day ends and you're not sure where the time has gone? Do you want to be able to say no without guilt?

You will take away strategies to set clear priorities, defeat procrastination and deal efficiently with seemingly unlimited paperwork, phone calls and mail.



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