

In-person and Online Training Wisconsin



**Strong Performers.
Top Leaders.**

JULY – DECEMBER 2024

Equip leaders to develop high-performing teams.

Principles of Leadership Excellence Plus*

CERTIFICATE SERIES

This series provides opportunities to adopt the skills, behaviors, and knowledge needed for effective, successful people leadership. Participants unlock their understanding of self to connect with others and then apply their leadership within the context of the organization, the business environment, and their communities.

| | | WAUKESHA | | | | |
|------|--|----------|-------|-------|-----------|-----------|
| PLX1 | <u>Building Trust and Relationships*</u> | 6/11 | 7/24 | 8/13 | 9/19 | 11/6 |
| PLX2 | <u>Communicating Clearly for Results*</u> | 6/25 | 8/7 | 8/27 | 10/3 | 11/20 |
| PLX2 | <u>Navigating Conflict*</u> | 7/9 | 8/21 | 9/10 | 10/24 | 12/4 |
| PLX3 | <u>Fostering Culture and Motivation for Engagement*</u> | 7/23 | 9/4 | 9/24 | 10/31 | 12/18 |
| PLX4 | <u>Setting Expectations and Coaching for Success*</u> | 8/6 | 9/18 | 10/8 | 11/14 | 1/8/2025 |
| PLX4 | <u>Managing Talent for Performance*</u> | 8/20 | 10/2 | 10/22 | 12/5 | 1/22/2025 |
| PLX5 | <u>Creating Collaboration and Effective Teams*</u> | 9/10 | 10/16 | 11/5 | 12/19 | 2/5/2025 |
| PLX6 | <u>Leading and Thriving Through Change*</u> | 9/24 | 10/30 | 11/19 | 1/16/2025 | 2/19/2025 |

COURSE DETAILS

It's highly encouraged to attend any leadership series in order. Each one builds on the previous skill set.

REGISTER TODAY!

 www.mranet.org
 262.696.3319
  Registrations@mranet.org

LEADERSHIP SKILLS

Leadership is all about helping others succeed.

Principles of Leadership Excellence Plus*

CERTIFICATE SERIES

| | | MADISON | SHEBOYGAN FALLS | ONLINE | ONLINE HALF DAYS |
|------|--|-----------|-----------------|-----------|------------------|
| PLX1 | <u>Building Trust and Relationships*</u> | 10/10 | 9/17 | 8/28 | 7/9 & 7/16 |
| | | | | 11/19 | 10/17 & 10/24 |
| PLX2 | <u>Communicating Clearly for Results*</u> | 10/24 | 10/1 | 9/11 | 7/23 & 7/30 |
| | <u>Navigating Conflict*</u> | 11/7 | 10/15 | 12/3 | 10/31 & 11/7 |
| PLX3 | <u>Fostering Culture and Motivation for Engagement*</u> | | | 9/25 | 8/6 & 8/13 |
| | | 11/21 | 10/29 | 12/17 | 11/14 & 11/21 |
| PLX4 | <u>Setting Expectations and Coaching for Success*</u> | 12/12 | 11/12 | 10/9 | 8/20 & 8/27 |
| | <u>Managing Talent for Performance*</u> | 1/9/2025 | 12/3 | 1/7/2025 | 12/5 & 12/12 |
| PLX5 | <u>Creating Collaboration and Effective Teams*</u> | | | 10/23 | 9/10 & 9/17 |
| | | 1/23/2025 | 12/17 | 1/21/2025 | 12/19 & 1/9/2025 |
| PLX6 | <u>Leading and Thriving Through Change*</u> | | | 11/6 | 9/24 & 10/1 |
| | | 2/6/2025 | 1/7/2025 | 2/4/2025 | 1/16 & 1/23/2025 |
| | | | | 11/20 | 10/8 & 10/15 |
| | | | | 2/18/2025 | 1/30 & 2/6/2025 |
| | | | | 12/4 | 10/22 & 10/29 |
| | | | | 3/4/2025 | 2/13 & 2/20/2025 |

COURSE DETAILS

It's highly encouraged to attend any leadership series in order. Each one builds on the previous skill set.

For all up-to-date training offerings, browse here: learn.mranet.org/learn/catalog

Please check online for current availability, as programs may change.

REGISTER TODAY!



www.mranet.org



262.696.3319



Registrations@mranet.org

LEADERSHIP SKILLS

Learn to shine in your leadership position.

Frontline Leadership*

CERTIFICATE
SERIES

Both new and experienced leaders will benefit from taking the Frontline Leadership Certificate Series. Learn the principles of motivation, interpersonal communication, influencing others, resolving conflict, and more.

| | WAUKESHA | | | |
|--|----------|-------|-------|-------|
| FL 1 <u>Motivation and Trust Building*</u> | 8/7 | 9/19 | 10/7 | 11/12 |
| FL 2 <u>Communication Skills*</u> | 8/14 | 9/26 | 10/14 | 11/19 |
| FL 3 <u>Effective Training Techniques*</u> | 8/21 | 10/3 | 10/21 | 12/3 |
| FL 4 <u>Resolving Conflict and Handling Difficult People Problems*</u> | 8/28 | 10/10 | 10/28 | 12/10 |
| FL 5 <u>Capstone: Tools for Success*</u> | 9/11 | 10/24 | 11/4 | 12/17 |

COURSE DETAILS

It's highly encouraged to attend any leadership series in order. Each one builds on the previous skill set. The completion of FL 1 - 4 is required to take *FL 5: Capstone: Tools for Success*.

For all up-to-date training offerings, browse here: learn.mranet.org/learn/catalog

Please check online for current availability, as programs may change.

REGISTER TODAY!

www.mranet.org

262.696.3319

Registrations@mranet.org

Find your strength; leadership knows no boundaries.

Frontline Leadership*

CERTIFICATE SERIES

You may be team leaders, seniors, leads, coordinators, leaders of work groups, or simply "go-to" people on your team. You may be doing the work while providing leadership direction. Learn the principles of motivation, interpersonal communication, influencing others, resolving conflict, and more.

| | NEENAH | RACINE (LIMITED SPOTS AVAILABLE) | ONLINE HALF DAYS |
|--|--------|-------------------------------------|---|
| FL 1 <u>Motivation and Trust Building*</u> | 10/17 | 9/18 | 6/13 & 6/20 9/24 & 10/1 11/8 & 11/15 |
| FL 2 <u>Communication Skills*</u> | 10/24 | 9/25 | 6/27 & 7/11 10/8 & 10/15 11/22 & 12/6 |
| FL 3 <u>Effective Training Techniques*</u> | 10/31 | 10/2 | 7/18 & 7/25 10/22 & 10/29 12/13 & 12/20 |
| FL 4 <u>Resolving Conflict and Handling Difficult People Problems*</u> | 11/7 | 10/9 | 8/1 & 8/8 11/5 & 11/12 1/10 & 1/17/2025 |
| FL 5 <u>Capstone: Tools for Success*</u> | 11/21 | 10/16 | 8/15 & 8/22 11/19 & 12/3 1/24 & 1/31/2025 |

COURSE DETAILS

It's highly encouraged to attend any leadership series in order. Each one builds on the previous skill set. The completion of FL 1 - 4 is required to take *FL 5: Capstone: Tools for Success*.

For all up-to-date training offerings, browse here: learn.mranet.org/learn/catalog

Please check online for current availability, as programs may change.

REGISTER TODAY!

www.mranet.org 262.696.3319 Registrations@mranet.org

LEADERSHIP SKILLS

A leader knows the way, goes the way, and shows the way.

Leading Remote and Hybrid Teams Workshops*

Starts 9/20 Online, 2-hour Sessions



Supervision Fundamentals*

| | | | |
|---|------------------|------------------------|--------------------|
| > 6/11, 6/18, 6/25, 7/2, 7/9, & 7/16 | Online Half Days | > 7/23, 7/30, & 8/6 | Waukesha Full Days |
| > 8/14, 8/21, 8/28, 9/4, 9/11, & 9/18 | Online Half Days | > 8/15, 8/22, & 8/29 | Waukesha Full Days |
| > 10/2, 10/9, 10/16, 10/23, 10/30, & 11/6 | Online Half Days | > 9/18, 9/25, & 10/2 | Waukesha Full Days |
| > 7/18, 7/25, & 8/1 | Online Full Days | > 11/20, 12/4, & 12/19 | Waukesha Full Days |
| > 9/17, 9/24, & 10/1 | Online Full Days | | |
| > 12/3, 12/10, & 12/17 | Online Full Days | | |

Supervisor and the Law*

| | | | |
|-----------------------|------------------------|------------------------|------------------------|
| > 7/23, 7/30, & 8/6 | Online 2-hour Sessions | > 10/28, 11/4, & 11/11 | Online 2-hour Sessions |
| > 9/27, 10/4, & 10/11 | Online 2-hour Sessions | > 12/5, 12/12, & 12/19 | Online 2-hour Sessions |

For all up-to-date training offerings, browse here: learn.mranet.org/learn/catalog

Please check online for current availability, as programs may change.

REGISTER TODAY!

www.mranet.org

262.696.3319

Registrations@mranet.org

LEADERSHIP SKILLS

Transform yourself into an outstanding leader.

Career Conversations for Managers*

10/31 Waukesha

Full Day

Coaching for Development: An Integrated Approach for Managers*

11/13 Online

Full Day

Drug and Alcohol Awareness for Supervisors*

12/9 Online

1-hour 15-min. Session

Emotionally Intelligent Leader*

**10/30 & 11/6 Online
12/6 & 12/13 Waukesha**

Half Days

Enhance Your Critical Thinking Skills*

7/24 Online

12/5 Online

Half Day

Finance and Accounting for the Nonfinancial Leader**

10/9 Waukesha

Half Day

Problem Solving to Improve Work Processes*

11/20 Online

Half Day

Project Management: The Human and Technical View*

10/1 & 10/8 Waukesha

Full Days

Surviving as a New Leader: Making the Transition*

9/11 Online

10/15 Waukesha

12/10 Online

Full Day

For all up-to-date training offerings, browse here: learn.mranet.org/learn/catalog

Please check online for current availability, as programs may change.

REGISTER TODAY!

www.mranet.org [262.696.3319](tel:262.696.3319) Registrations@mranet.org

Up your skills to be a confident communicator.

Over half of leaders say soft skills are more important than hard skills. In order to succeed, team members need to learn communication, interpersonal skills, and how to be a team player with a positive attitude.

| | |
|--|--|
| <u>Business Email—Write It Right</u> | 10/25 Online Half Day |
| <u>Business Writing for Impact: How to Write So People Will Read*</u> | 7/17 Online 11/14 Online Full Day |
| <u>Communicating Assertively*</u> | 9/25 Online 12/18 Online Half Day |
| <u>Customer-centered Communications</u> | 10/2 Online Full Day |
| <u>Delivering Exceptional Service</u> | 9/12 Online Half Day |
| <u>Diplomacy and Tact*</u> | 10/23 Waukesha 12/12 Online Full Day |
| <u>Enhance Your Professionalism</u> | 8/29 Online 11/21 Waukesha Full Day |
| <u>Enhance Your Project Management Skills*</u> | 7/31 & 8/1 Online 12/10 & 12/11 Online Half Days |
| <u>Increasing Your Influence*</u> | 11/13 Online Half Day |

BUSINESS & SOFT SKILLS

Internal Auditing for ISO-Based Systems

9/11 & 9/18 Waukesha

Full Days

Mastering Challenging Conversations to Resolve Conflict*

10/16 Online

Half Day

Negotiation Skills: Producing Win/Win Outcomes*

12/4 Online

Full Day

Presentation Skills*

8/29 Waukesha
11/12 Waukesha

Full Day

Strategic Planning Essentials: Understanding the Process and Execution of Your Future Plans**

11/13 Online

Half Day

Time Management: From Overwhelmed to Empowered

8/13 Online
10/18 Waukesha
11/21 Online

Half Day

Unlock the Power of DiSC®* Invite Your Whole Team!

12/19 Online

Half Day

Win Over Angry Customers Through Problem Solving

12/11 Online

Full Day

REGISTER TODAY!

 www.mranet.org  262.696.3319  Registrations@mranet.org

Success is always a learning process.

Essentials of HR*

CERTIFICATE SERIES

Attend this series if you are new to HR or want to broaden or refresh your knowledge of HR administration.

EHR 1

HR and Employment Law Essentials*

9/17 & 9/24 Waukesha

1½ Days

10/25, 11/1, & 11/8 Online

3 Half Days

EHR 2

HR's Role in Performance Management and Documentation*

9/24 Waukesha

11/15 Online

Half Day

EHR 3

Effective Interviewing and Hiring: Hire the Right Person in the Right Ways*

10/1 Waukesha

11/22 Online

Half Day

EHR 4

Total Rewards: Compensation Basics*

10/8 Waukesha

12/6 Online

Half Day

EHR 5

Total Rewards: Benefits Basics*

10/8 Waukesha

12/13 Online

Half Day

HUMAN RESOURCES

Every day is a learning opportunity!

HR Business Partner**

CERTIFICATE SERIES

This certificate series is designed for experienced HR professionals who want to develop toward a strategic HR business partner role or current HR business partners who want to more effectively drive business results.

HRBP 1

HR as Strategic Business Partner**

8/15 & 8/22 Online
10/30 & 11/6 Waukesha

Full Days

HRBP 2

HR Metrics: Impacting Business Results**

8/29 Online
11/13 Waukesha

Full Day

SERIES INCLUDES SUCCESS COACHING: A one-on-one consultation with a success coach is available for those taking the series.

WEBINARS

Quick and convenient, every online training event we offer is packed with important skills to help advance your career and achieve your full potential.

Diversity & Inclusion Conversations at Work: Step Out or Lean In?*

12/13 Online

1-hour Session

Interviewing Do's and Don'ts* Ideal for hiring managers!

10/14 Online

1-hour Session

Metrics Calculations**

12/16 Online

1-hour Session

Learn at Your Convenience!

Check out the latest [Live Online trainings in Zoom, live webinars, and On Demand learning](#) (including Harassment Prevention and Drug and Alcohol Awareness)!

For all up-to-date training offerings, browse here: learn.mranet.org/learn/catalog

Please check online for current availability, as programs may change.

REGISTER TODAY!

www.mranet.org 262.696.3319 Registrations@mranet.org

HUMAN RESOURCES

Stay ahead and be prepared for these critical topics.

ADA Fundamentals for HR Professionals*

8/28 & 9/4 Online
11/5 & 11/12 Waukesha
1/8 & 1/15/2025 Online

Half Days

Conducting Workplace Investigations for HR Professionals*

11/4 Waukesha

Full Day

FMLA Essentials for Leave Administrators*

8/14 & 8/21 Online
10/22 & 10/29 Waukesha
12/11 & 12/18 Online

Half Days

HR Overview for HR Assistants*

11/12 & 11/19 Online

Half Days

Onboarding: Creating a Program That Works*

11/7 Online

Half Day

Organization Development (OD) Certificate**

9/26, 10/10, & 10/24 Online

3 Full Days

Recruiting Essentials*

9/18 Online

Half Day

Workers' Compensation Essentials for WI Employers*

11/14 Waukesha

Half Day

For all up-to-date training offerings, browse here: learn.mranet.org/learn/catalog

Please check online for current availability, as programs may change.

REGISTER TODAY!

www.mranet.org

262.696.3319

Registrations@mranet.org

HR Certification Preparation

aPHR Certification Preparation

Upskill your talents and prepare for your Associate Professional in Human Resource (aPHR) exam. No HR experience? Need an HR overview? This is ideal for you!

7 Sessions

9/9 to 10/21 Online

1:00 – 2:30 p.m.

PHR/SPHR Certification Preparation

Advance your career by getting your PHR/SPHR Certification! Our certified experts will share effective test-taking strategies, practice sample test questions, and provide a holistic framework for understanding how information can be applied to the exam.

6 Sessions

8/13 to 10/22 Waukesha

5:30 – 7:30 p.m.

8/13 to 10/22 Online

1:00 – 2:30 p.m.

8/20 to 10/29 Online

5:30 – 7:00 p.m.



Employers looking for HR professionals will often include PHR/SPHR Certification as “preferred” or a “strong plus.”



**31.6%
greater pay**

Get higher pay than someone without a certification.

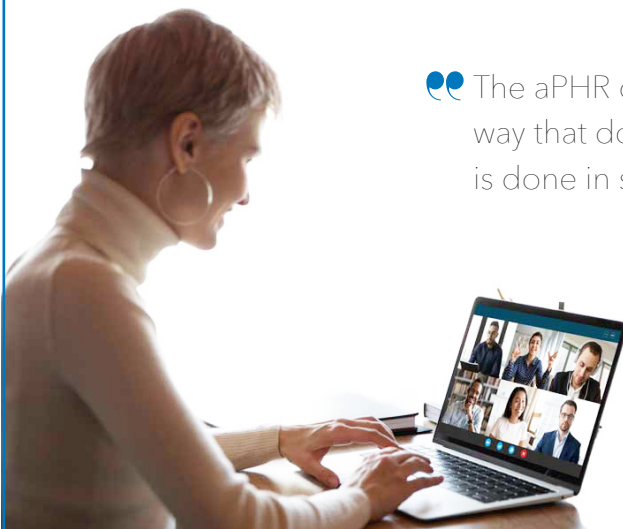


**25% greater
chance of promotion**

HR certification positively influences your chances of being promoted.



Stay competitive in today's market. Earning your credential makes you a recognized expert in the HR field and a valuable asset to your organization.



“The aPHR content is easy to follow and presented in a way that doesn't feel overwhelming. I like that the review is done in small chunks to help digest a little at a time.”

Training Locations

WISCONSIN

MRA Training Center
N19 W24350 Riverwood Drive
Waukesha, WI 53188

Bemis Corporate Training Center
W2940 Old CTH PP Plant E
Sheboygan Falls, WI 53085

Herzing University
5218 East Terrace Drive
Madison, WI 53718

Racine Area Mfrs. & Commerce (RAMAC)
300 5th Street
Racine, WI 53403

Jewelers Mutual
24 Jewelers Park Drive
Neenah, WI 54956



- * HRCI - HR credit and SHRM PDCs
- ** HRCI - Business credit and SHRM PDCs

FULL DAYS

8:30 a.m. – 4:30 p.m.
\$375 Member
\$485 Nonmember

HALF DAYS

Times vary
\$265 Member
\$345 Nonmember

Prices and times may vary. Pricing for series and multiday courses are available online.

All courses are held in Central time zone.

For more information and for all up-to-date training offerings visit: learn.mranet.org/learn/catalog

Not sure which training to choose?

Contact MRA's Registrations Team for a recommendation: 262.696.3319 or Registrations@mranet.org.

School Governing Body and Officials

MRA is fortunate to have a very dedicated and talented group of business leaders serving on our Board of Directors. These individuals assist in our ongoing efforts to provide outstanding training programs to our members.

Attendance

Requirements for attendance and participation are defined in the specific program materials. Participants receive a certificate of completion when they complete the program.

Compliments/Concerns

Participants may contact Lauren Michaud, Manager, Learning & Development, Operations, with any compliments and concerns. Lauren can be reached at 262.696.3656 or Lauren.Michaud@mranet.org; or contact Registrations at 262.696.3319 or Registrations@mranet.org.



Follow MRA on social media and stay connected to your career goals. MRA is your go-to source to get up-to-date information and resources for career growth, learning, and development.

MRA - The Management Association

www.mranet.org 800.488.4845 Registrations@mranet.org



MRA Offices

Waukesha, WI

N19 W24350 Riverwood Drive
Waukesha, WI 53188
262.523.9090

Golden Valley, MN

5980 Golden Hills Drive
Golden Valley, MN 55416
763.253.9100

Schaumburg, IL

1933 North Meacham Road
Suite 525
Schaumburg, IL 60173
847.963.9860

Moline, IL

3800 Avenue of the Cities
Suite 100
Moline, IL 61265
309.764.8354

Columbus, OH

8425 Pulsar Pl #160
Columbus, OH 43240
513.679.4120

COMING SOON!

Cincinnati, OH

400 East Business Way
Suite 325
Sharonville, OH 45241
513.679.4120



REMEMBER!

**Any MRA program
can be delivered
ONSITE at YOUR
LOCATION!**

MRA can tailor any program to your organization and its unique objectives.

[Learn More! >](#)