



# In-Person and Online Training Minnesota

**Skills That Stick.  
Results That Matter.**

**JULY - DECEMBER 2026**



[www.mranet.org](http://www.mranet.org)

# 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.

		GOLDEN VALLEY
PLX1	<u>Building Trust and Relationships*</u>	10/15
PLX2	<u>Communicating Clearly for Results*</u>	10/29
PLX3	<u>Navigating Communication and Conflict*</u>	11/12
PLX4	<u>Fostering Culture and Motivation for Engagement*</u>	12/3
PLX5	<u>Setting Expectations and Coaching for Success*</u>	12/17
PLX6	<u>Managing Talent for Performance*</u>	1/7/2027
PLX7	<u>Creating Collaboration and Effective Teams*</u>	1/21/2027
PLX8	<u>Leading and Thriving Through Change*</u>	2/4/2027
PLX+	Peer Learning Circle: 3 Months Post-Graduate	5/14/2027
PLX+	Peer Learning Circle: 6 Months Post-Graduate	8/13/2027

# LEADERSHIP SKILLS

From influence to impact.

## Principles of Leadership Excellence Plus\*

### CERTIFICATE SERIES

		ONLINE		
PLX1	<b><u>Building Trust and Relationships*</u></b>	7/22	9/22	11/12
PLX2	<b><u>Communicating Clearly for Results*</u></b>	8/5	10/6	12/3
PLX3	<b><u>Navigating Communication and Conflict*</u></b>	8/19	10/20	12/17
PLX4	<b><u>Fostering Culture and Motivation for Engagement*</u></b>	9/2	11/3	1/7/2027
PLX5	<b><u>Setting Expectations and Coaching for Success*</u></b>	9/16	11/17	1/21/2027
PLX6	<b><u>Managing Talent for Performance*</u></b>	9/30	12/1	2/4/2027
PLX7	<b><u>Creating Collaboration and Effective Teams*</u></b>	10/14	12/15	2/18/2027
PLX8	<b><u>Leading and Thriving Through Change*</u></b>	10/28	1/5/2027	3/4/2027
PLX+	<b>Peer Learning Circle: 3 Months Post-Graduate</b>	1/22/2027	4/16/2027	6/11/2027
PLX+	<b>Peer Learning Circle: 6 Months Post-Graduate</b>	4/23/2027	7/16/2027	9/10/2027

**REGISTER TODAY!**



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262.696.3319



[Registrations@mranet.org](mailto:Registrations@mranet.org)

Turn potential into powerful leadership.

## 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.

	GOLDEN VALLEY	ONLINE HALF DAYS
FL 1 <b>Motivation and Trust Building*</b>	10/1	9/16 & 9/23 11/10 & 11/17
FL 2 <b>Communication Skills*</b>	10/8	9/30 & 10/7 12/1 & 12/8
FL 3 <b>Effective Training Techniques*</b>	10/15	10/14 & 10/21 12/15 & 1/5/2027
FL 4 <b>Resolving Conflict and Handling Difficult People Problems*</b>	10/22	10/28 & 11/4 1/12/2027 & 1/19/2027
FL 5 <b>Coaching With Confidence*</b>	10/29	11/11 & 11/18 1/26/2027 & 2/2/2027

### 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: Coaching With Confidence*.

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## LEADERSHIP SKILLS

Grow your influence. Guide with purpose.

### Young Professional Development Series

Starts 9/21 Online



### Supervision Fundamentals\*

- > 10/6, 10/13, 10/20, 10/27, 11/3, & 11/10 **Online** Half Days
- > 7/8, 7/15, & 7/22 **Online** Full Days
- > 9/17, 9/24, & 10/1 **Online** Full Days
- > 12/2, 12/9, & 12/16 **Online** Full Days
- > 9/15, 9/22, & 9/29 **Golden Valley** Full Days
- > 11/4, 11/11, & 11/18 **Golden Valley** Full Days

### Supervisor and the Law\*

- > 9/24 & 10/1 **Online** Half Days
- > 10/30 & 11/6 **Online** Half Days
- > 12/8 & 12/15 **Online** Half Days

## LEADERSHIP SKILLS

### Career Conversations for Managers\*

9/15 Online

Full Day

### Coaching for Development: Integrated Approach for Managers\*

11/5 Online

Full Day

### Drug and Alcohol Awareness for Supervisors\*

12/7 Online

Half Day

### Emotionally Intelligent Leader\*

10/2 & 10/9 Online

Half Days

### Enhance Your Critical Thinking Skills\*

7/29 Online

11/19 Online

Half Day

### Finance and Accounting for the Nonfinancial Leader\*\*

10/6 Online

11/10 Golden Valley

Half Day

### Problem Solving to Improve Work Processes\*

11/12 Online

Half Day

### Surviving as a New Leader: Making the Transition\*

9/29 Online

10/27 Golden Valley

12/16 Online

Full Day

## Soft skills—The secret ingredient to business success.

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.

**Business Email: Write It Right With the Power of AI****10/16 Online**

Half Day

**Business Writing for Impact: The Power of People and AI\*****11/17 Online**

Full Day

**Communicating Assertively\*****9/25 Online****12/2 Online**

Half Day

**Customer-centered Communications****10/8 Online**

Full Day

**Delivering Exceptional Service****9/18 Online**

Half Day

**Enhance Your Professionalism****10/1 Online**

Full Day

**Enhance Your Project Management Skills\*****7/21 & 7/28 Online****12/9 & 12/10 Online**

Half Days

**Increasing Your Influence\*****8/27 Online****11/10 Online**

Half Day

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### **Mastering Challenging Conversations to Resolve Conflict\***

**10/29 Online**

Half Day

### **Negotiation Skills: Producing Win/Win Outcomes\***

**12/8 Online**

Full Day

### **Presentation Skills\***

**11/5 Golden Valley**

Full Day

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

**11/11 Online**

Half Day

### **Tactful Communication: From Reaction to Response\***

**9/24 Golden Valley**

**11/11 Online**

Full Day

### **Time Management: From Overwhelmed to Empowered**

**8/20 Online**

**11/13 Online**

Half Day

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

**12/4 Online**

Half Day

### **Win Over Angry Customers Through Problem Solving**

**12/10 Online**

Full Day

Stay ahead and be prepared for these critical topics.

<b>ADA Fundamentals for HR Professionals*</b>	9/18 & 9/25 Online 10/21 & 10/28 Golden Valley 12/2 & 12/9 Online
	Half Days
<b>Beyond Head Count: Strategic Workforce Planning and Forecasting** <i>NEW!</i></b>	8/12 Online 12/10 Online
	Half Day
<b>Conducting Workplace Investigations for HR Professionals*</b>	11/18 Online
	Full Day
<b>Data-Driven HR: Making Metrics Matter at the Strategic Level** <i>NEW!</i></b>	8/4 Online 12/11 Online
	Half Day
<b>Executing HR Operations for Business Excellence*</b>	10/27, 11/3, 11/10, 11/17, & 12/1 Online
	5 Half Day Sessions
<b>FMLA Essentials for Leave Administrators*</b>	8/19 & 8/26 Online
	Half Days
<b>HR Overview: Foundations for HR Administration*</b>	7/16, 7/23, & 7/30 Online 10/9, 10/16, & 10/23 Online
	Half Days

# HUMAN RESOURCES

**HR's Critical Role in Guiding Workplace Ethics\*\* *NEW!***

**11/13 Online**

Half Day

**Interviewing Techniques for Hiring Top Talent\***

**10/26 Online**

Half Day

**Navigating Progressive Discipline and Termination\***

**9/29 Online**

Full Day

**Onboarding: Creating a Program That Works\***

**11/5 Online**

Half Day

**Organization Development (OD) Certificate\*\***

**9/24, 10/8, & 10/22 Online**

3 Full Days

**Recruiting: Social Media and Branding to Create Candidate Connections\***

**10/13 Online**

Half Day

**Recruiting Strategies and Actions to Find Top Talent\***

**9/17 Online**

Half Day

**Total Rewards: Benefits Basics\***

**10/15 Online**

Half Day

**Total Rewards: Compensation Basics\***

**11/4 Online**

Half Day

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## HR Certification Preparation

### **aPHR Certification Preparation**

7 Sessions

**9/14 to 10/26 Online**  
1:00 - 2:30 p.m.

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!

### **PHR/SPHR Certification Preparation**

6 Sessions

**8/11 to 10/20 Online**  
1:00 - 2:30 p.m.

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.

**8/18 to 10/27 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 Location

### MINNESOTA

MRA Training Center  
5980 Golden Hills Drive  
Golden Valley, MN 55416



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

#### FULL DAYS

8:30 a.m. – 4:30 p.m.  
\$405 Member  
\$520 Nonmember

#### HALF DAYS

*Times vary*  
\$290 Member  
\$375 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](https://learn.mranet.org/learn/catalog)

**Not sure which training to choose?** Contact the Registrations Team for a recommendation: 262.696.3319 or [Registrations@mranet.org](mailto: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.

## MN School Licensing

MRA – The Management Association is licensed as a private career school with the Minnesota Office of Higher Education pursuant to Minnesota Statutes, sections 136A.821 to 136A.832. Licensure is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions. 1450 Energy Park Drive, Suite 350, St. Paul, MN 55108-5227, 651.642.0567, [www.ohe.state.mn.us](http://www.ohe.state.mn.us).

## 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 Kate Walker, Vice President, Learning & Development, with any compliments and concerns. Kate can be reached at 262.696.3655 or [Kate.Walker@mranet.org](mailto:Kate.Walker@mranet.org); or contact Registrations at 800.488.4845 or [Registrations@mranet.org](mailto: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](http://www.mranet.org) 800.488.4845 [Registrations@mranet.org](mailto: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

### Cincinnati, OH

400 East Business Way  
Suite 325  
Cincinnati, OH 43241



## 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! >](#)

## MN School Licensing Refund Policy

### Programs greater than 40 hours with a written contract or enrollment agreement

If your application is rejected, you will receive a full refund of all tuition, fees, and other charges. You will be entitled to a full refund of tuition, fees, and other charges if you give notice that you are canceling your contract within 5 business days after the contract or enrollment agreement is considered effective. A contract or enrollment agreement will be presumed to be effective on the date that the school notifies you that you have been accepted into the school and you have signed the contract or enrollment agreement. If the notification of acceptance into the school is sent by mail, then the effective day of being accepted is the postmark on the acceptance letter.

This 5 day refund policy applies regardless of when the program starts. If you give notice more than 5 days after you signed the contract, but before the start of the program (or first lesson for an online distance education program), you will receive a refund of all tuition, fees, and other charges minus 15%, up to \$50, of the total cost of the program. If you withdraw after the start of your program and it has been more than 5 days after you signed the contract, you will receive a prorated refund of the entire cost of your program based on your last day of attendance. You will be provided a prorated tuition, fees, and other charges refund minus your initial application fees, up to \$50, and minus the less or 25% of the total tuition or \$100. Proration is based on whether your program is term-based or clock hours, and how much of the program you have completed.

If your program is term-based, the completion rate is the number of calendar days from the first date of the program through your last documented date of attendance divided by the length of the program.

The completion rate is calculated to the second decimal point (.XX).

If your program is clock-hour based, the completion rate is the number of clock hours you actually attended divided by the number of clock hours in the program. The completion rate is calculated to the second decimal point (.XX) If you withdraw from your program after 75.00% of the program has completed, you are not entitled to a refund of tuition, fees, and other charges.

You will receive written notice acknowledging your withdraw request within 10 business days after receipt of the notice and you will receive a refund of any tuition, fees, and other charges within 30 business days of receipt of your withdrawal. Any mailed notice is effective as of the date of the postmark if sent by mail or the day it has been handdelivered to the school. Notice to withdraw may also be given by email or verbally, including a voicemail, to a school official (defined by school's Student Right to Cancel policy).

If you do not withdraw in writing or contact the school about your absence, and you have not attended your program or contacted the school about your absence for 14 consecutive days, you will be considered to have withdrawn from the school as of your last date of attendance. Your school is responsible for sending you a written notice of cancellation if you are withdrawn for failing to attend to your last known address. The confirmation from the school must state that the school has withdrawn your enrollment, and if this action was not the student's intent, the student must contact the school.

You may be entitled to a refund of your equipment and supplies costs if you return your equipment and supplies within 10 days of withdrawing if your supplies are in a condition suitable for resale. If you do not return your equipment and supplies or the supplies are not in a condition suitable for resale, this cost will be deducted from your tuition, fee, and other charge refund that you may be eligible for.



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##### Schaumburg, IL

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##### Moline, IL

3800 Avenue of the Cities  
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##### Columbus, OH

8425 Pulsar PI #160  
Columbus, OH 43240

##### Cincinnati, OH

400 East Business Way  
Suite 325  
Cincinnati, OH 43241



## REMEMBER!

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

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

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