

COMMUNICATIONS

Working from home, webinar and Online Workshops

26/20**Geneva****1 April 2020**

- For distribution to all your members -

To: All members

From: Evelyn Kortum, General Secretary

Dear colleagues,

With reference to our [Communication 24/20](#) concerning the above webinar, we received positive feedback from many staff.

Please find a recording of the 'Working from home' webinar at this location if you wish to listen to it: <https://youtu.be/0Th5UZh7igg>

Gwyneth developed an additional training with the title: *How to Manage Difficult Conversations – Helping Others Help Themselves*.

The course content would cover:

- Establishing your own boundaries and setting the parameters of your personal responsibility
- Why providing advice isn't always the best option
- *How* to talk to a colleague about harassment and/or bullying
- Don't just stand there! Being a pro-active bystander
- The definitions of ethical and professional behavior
- Managing toxic co-workers
- How to say 'no' (without saying no)

If you would like to receive more information and register for this session, please contact:

E: gwyneth@feelgoodcoachingandconsulting.com or refer to the updated [Training Catalogue](#).