

# Executive Finishing School

Presented by Civility Experts Inc in partnership with HIGHStyle Image

*Research out of Harvard University suggests that because our **long-term success in work** and in life is **85%** dependent on our 'soft skills', we would all be wise to make sure we are **socially competent**.*

## 2-DAY CERTIFICATE PROGRAM: Certificate in Social Competence for Business Professionals®.

Boost your social savvy and learn to project credibility and competency through your professional image. Canada's leading civility expert Lew Bayer and internationally certified impression management strategist Courtney Feldman deliver this comprehensive 16 hour course in civility, corporate courtesies, professional image, social intelligence, and modern manners.

### WHO SHOULD ATTEND?

- Graduates entering the workforce
- Individuals changing jobs
- Employees transitioning to leadership positions
- Human resources and/or workplace trainers looking for new training tools

### LEARN

- How to present credibility and confidence through your professional image and how to feel confident in a variety of business and social settings
- The nuances of effective communication considering: technology, diversity, and office politics
- Behaviors that are respectful and respected in business settings; how to be 'etiquette-wise' and avoid social and business faux-pas that can cost your reputation
- Successful networking and dining etiquette skills that will get you noticed

Fee: \$849.00+ tax; student rate is \$549.00

Winnipeg Public Session Dates:

**November 4<sup>th</sup>/5<sup>th</sup> 2016 SOLD OUT**

**December 2<sup>nd</sup>/3<sup>rd</sup> 2016**

**January 13<sup>th</sup>/14<sup>th</sup> 2017**

Attendees will receive a Level 1 *Certificate in Social Competence for Business Professionals®*, session handout materials, a 4 course dining tutorial, e-book *The Power of Civility*, a \$100 credit voucher for future training sessions with Civility Experts Inc and discounted pricing on individualized follow-up coaching with HIGHStyle Image.

Contact [inquiries@highstyleimage.com](mailto:inquiries@highstyleimage.com) to register.

### Interested but unable to attend?

Starting January 1st 2017, the Executive Finishing School will be made available online. Email [inquiries@highstyleimage.com](mailto:inquiries@highstyleimage.com) to be the first to know when the program goes live.