

# PLANNING, GOAL & ORGANIZATIONAL DEVELOPMENT

**-Management Training Seminar-**

Looking to build your organization? We have practical formats and programs for developing your contracting organization....

If you want to develop men and women into managers, or perhaps want to work on your own management skills, this seminar can help. This program is geared for companies that want to develop their organization and be less owner or upper management driven.

---

## Topics Covered:

---

- ◆ **Simplified Strategic Planning**  
Learn a practical and simple approach to strategic planning
- ◆ **S.M.A.R.T Goals**  
Specific, measurable, accurate, realistic and timely
- ◆ **Company Problem Solving**  
Building your organization without conflict
- ◆ **Developing people into more accountable managers**  
How to set and monitor achievement
- ◆ **Improving Company Communication**  
Use practical team building and conflict resolution methods
- ◆ **Employee Development**  
Set practical and workable skill and career paths
- ◆ **Organizational Development**  
How to separate the winners from the losers
- ◆ **Improving Company Culture**  
Making a "new" you while keeping the old organization alive



©Proof Management  
2540 Professional Rd., Ste 3  
Richmond, VA 23235  
Phone - 804-267-1688  
Fax- 804-267-1689  
[www.proofman.com](http://www.proofman.com)

PROOF Management instructors are experienced industry speakers who have taught hundreds of these programs and published numerous articles on these issues in top trade magazines.