

Ten questions to ignite
a new conversation in
your organization . . .

1. What is it like when everyone is really “on the same page” in our organization?
2. What are the biggest stressors our employees deal with regularly?
3. What do our employees most want from their work?
4. How do we effectively motivate our people to do and be their best?
5. What is it about our corporate culture that makes people want to work for us?
6. What is it about our corporate culture that drives good people away?
7. What would we be willing to do to maximize performance?
8. Who in our organization gets leadership training?
9. How do we create and sustain trust, loyalty, and performance buy-in?
10. What price to employees—and managers—pay to work here?

THE L.A.S.T. WORKSHOP

2012 CATALOG OF
WORK TEAM DEVELOPMENT &
CORPORATE COMMUNICATIONS RESOURCES

with

MARY SHARON MOORE, M.T.S.

*Author, speaker, &
corporate communications coach*

*Celebrating
22 years in service of
clarity of purpose in the workplace*

Corporate Communications Resources from

AWAKENING VOCATIONS

Mary Sharon Moore, founding director
4150 Oak Street | Eugene OR 97405
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To schedule, or for more information, contact:

MARY SHARON MOORE, M.T.S., *creator of The L.A.S.T. Workshop*

4150 Oak Street | Eugene OR 97405

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CORPORATE COMMUNICATIONS CLINIC

This five-module clinic, tailored to your organization's needs, cultivates your team of professionals to . . .

- Think and communicate clearly and effectively on their feet;
- Share a compelling vision and strategic plan to stakeholders;
- Defuse fear and panic in extraordinary situations;
- Deliver “bad news” in ways that mobilize rather than paralyze;
- Dispel rumors and maintain credibility and confidence;
- “Set the record straight” in nonthreatening ways;
- Publicly acknowledge individual and team successes;
- Announce important news that captures audience attention;
- Deliver audience-rousing speaker introductions.

WHAT PARTICIPANTS CAN EXPECT

- Hands-on, personalized one-to-one coaching in verbal and written communications;
- Coaching that directly addresses their needs;
- Confidence in verbal and written communications.

BENEFITS TO YOUR ORGANIZATION

- On-point verbal and written communications to move internal and external audiences to desired action;
- Clear thinking on issues that matter to your internal and external audiences;
- An effective way to redirect those not gifted in communication to other roles within the organization.

CUSTOMARY FEE

\$500 per day, which includes communication assessment, clinic customization, materials preparation, program delivery and follow-up, plus travel and lodging (outside Eugene-Springfield).

*If your organization means business,
then you & your people have important things to say.*

Visit www.awakeningvocations.com/corporate
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HARNESSING THE POWER OF THE PODIUM

Six Small but Mighty Lessons for Effective Public Speaking

*Now you can master, in six simple steps,
the power, excitement, and audience response you deserve
as a speaker with something worthwhile to say!*

This compact and powerful presentation walks the audience through six simple steps to create and deliver a dynamic presentation. The half-day workshop version includes a hands-on practicum.

HARNESSING THE POWER OF THE PODIUM—whether the lively 45-minute talk or the half-day workshop and practicum—enables busy executives and management teams to cut to the chase, use words powerfully, and call forth desired results.

MARY SHARON MOORE'S keen ear for tone and delivery and her approachable style make harnessing the power of the podium easy for individuals and audiences. An accomplished speaker, nationwide teacher, and author, Mary Sharon brings a wealth of practical insight and encouragement to help individuals to discover and magnify their natural communication strengths. Her warm and dynamic presence animates audiences to harness the energy of possibility in their own workplace, personal life, and world.

To schedule **“Harnessing the Power of the Podium”**
—either the 45-minute talk or
the half-day workshop with practicum—
call Mary Sharon Moore:

In Eugene-Springfield: **541.687.2046** | Toll-free: **1.888.687.2046**
www.awakeningvocations.com/corporateresources.html
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Recharge your
workplace with . . .

“The L.A.S.T. Workshop

Leadership | Accountability | Synergy | Teambuilding

THE L.A.S.T. WORKSHOP is the performance measurement tool that puts the means for personal growth, performance, and workteam participation in the hands of each employee.

What Participants Will Receive

- A straightforward way for managers to set clear standards of accountability;
- Clear definition of high-value performance measures;
- An easy-to-use system for employees’ portfolio of accomplishments.

What Participants Can Expect

- Safe ways to address personality and “attitude” issues;
- Renewed confidence for meaningful engagement in work;
- A clear understanding of performance expectations.

What the Organization Gains

- Employees who take ownership of the organization’s success.
- A performance review process that animates employees’ whole hearted engagement in their work;
- Exmployees’ expanded sense of value and meaning within the organization’s mission.

Workshop Contents

Part 1: A few definitions (Leadership; Accountabiity; Synergy; Teambuilding).

Part 2: A few words bout a few words (attitudes & behaviors; hopes & expwectations).

Part 3: Techniques for building workplace morale (relationship-based technicues & tips, plus practicum).

Part 4: Team-focused employee performance measures (performace review myths, realities & performance cluster measures; plus employee workbooks configured to your organization’s needs.

Past clients include . . .

Gifford-Pinchot National Forest | Oregon Construction Contractors Board | Northwest Regional U.S. Postmasters | Umatilla-Morrow ESD | Professional & trade associations in credit management and banking | High-growth technology and professional firms | One-to-one management team coaching

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PUBLIC SPEAKING MADE EASY

“Harnessing the Power of the Podium | Page 3

IMMERSION IN WORK TEAM DEVELOPMENT

The L.A.S.T. Workshop | Pages 4 & 5

CORPORATE COMMUNICATIONS CLINIC

Clinic overview | Pages 6 & 7

Clinic modules | Page 8

About Mary Sharon Moore, M.T.S.

Northwest author, speaker & vocational coach **MARY SHARON MOORE** has brought clarity of mind, heart, and purpose to individuals and work teams throughout the region since 1990. Her well-honed craft with written and spoken words, combined with an engaging teaching style, piercing insight, and gentle humor, has peeled away the mystery of communicating and ignited passion and competence in workplace environments.

As creator of **The L.A.S.T. Workshop**, Mary Sharon has designed a tool to awaken management teams and work teams to the power of leadership, accountability, synergy, and teamwork for measurable good within the workplace, in client and customer relationships, and with use of resources. Her **Communications Clinic** is the accessible and hardworking toolkit for internal and external communications and clear delivery of the message.



Mary Sharon’s theological background, keen sense of communication, and hands-on experience offer her a solid platform to listen openly, to communicate honestly, and to call forth what is most worthy in workplace and customer relationships and in the organization’s mission and ethical footprint in the world.

Partial client list

Gifford-Pinchot National Forest
Oregon Construction Contractors Board
Northwest Regional U.S. Postmasters | Umatilla-Morrow ESD
Professional & trade associations in credit management & banking
High-growth technology & professional firms
Personalized management team coaching

MODULE 1

- Understanding the power of words
- Understanding the four energies of effective group communication
- **SPEAKING SKILLS PROFILE**
- Understanding your assignment
- Identifying audience needs
- Organizing assignment research
- Developing your core message

MODULE 2

- **PROGRAM CUSTOMIZATION SURVEY**
- **SPEAKER’S TOOLBOX**

MODULE 3

- **WRITING SKILLS PROFILE**
- Using written words effectively
- Types of written communications
- **PRACTICUM: WRITING ASSIGNMENT**

MODULE 4

- Developing your stories
- Shaping your style and voice
- **PRACTICUM: FINDING YOUR TONE IN SPEAKING OR WRITING**
- Working your content and presentation materials
- Writing an attention-gathering introduction
- Tips for an audience-focused speaker introduction
- **AUDIENCE-FOCUSED SPEAKER INTRODUCTION PRACTICE SHEET**

MODULE 5

- Building good rehearsal habits
- Learning through video and audio feedback

*To schedule, contact Mary Sharon in any way convenient to you:
Eugene area: 541.687.2046 | Toll-free: 1.888.687.2046
marysharon@awakeningvocations.com*