



MPWRPeople Sample Education Catalogue



MPWRPeople Courses

Accounting & Finance:

Basic Bookkeeping
Budgets and Financial Reports
Understanding Tax Statements
And MORE!

Administrative Skills:

Administrative Office Procedures
Administrative Support
Archiving and Records Management
And MORE!

Career Development:

Business Acumen
Knowledge Management
Presentation Skills
And MORE!

Human Resources:

Accountability in the Workplace
Employee Onboarding
Managing Workplace Harassment
And MORE!

Leadership:

Are You Managing or Leading
Change Management
Self Management
And MORE!

Nonprofit Specific:

Grant Writing
Fundraising
And MORE!

Operations:

Business Processes 101
Project Management
Project Planning
And MORE!

Personal Development:

Communication Strategies
Conflict Resolution
Creative Problem Solving
And MORE!

Risk Management:

Business Succession Planning
Contract Management
Subcontractor vs. Employee
And MORE!

Sales and Marketing:

Customer Service
Handling a Difficult Customer
Social Media Marketing
And MORE!

Software and Technology:

Cybersecurity
Digital Citizenship
Know This Before You Buy SaaS
And MORE!

Supervisors and Managers:

Coaching and Mentoring
Delivering Constructive Criticism
Performance Management
And MORE!

Workplace Essentials:

Business Ethics
Responsibility
Safety in the Workplace
And MORE!

Tracks and Learning and Growth Development Programs

- Self-Leadership for Emerging and New Leaders
- Self-Leadership for Managers and Experienced Leaders
- Self-Leadership for Executive Leaders
- Coaching and Mentoring
- Advising and Consulting
- Working and Living with Purpose
- And MORE!

Note:

Learning and Growth Development Programs incorporate peer group coaching and advising sessions.

