

# Available Workshop Topics

## SUPERVISORY CORE

- 501 Managing within a Child & Family Serving Program
- 502 Managing Work through Other People: Diversity in the Work Place
- 503 Transfer of Learning: The Supervisor's Role in Developing Staff
- 504 Supervising and Managing Group Performance:  
Developing Productive Work Teams

## SUPERVISION: SPECIALIZED AND ADVANCED SKILL BUILDING (For current Supervisors only)

- 531 Planning and Decision Making
- 532 Supervising for Optimal Job Performance
- 533 Employee Performance Evaluation
- 534 Supervisory Management of Conflict
- 535 Motivation, Time and Stress Management
- 536 Team Development and Facilitation
- 537 Employee Relations
- 538 Managing Change
- 539 Managing Cultural Diversity
- 540 Harassment Issues
- 541 Other

## CDJFS SKILLS TRAINING CORE

- 150 Overview of Public Human Services
- 151 Interpersonal Helping Skills: The Role of Job and Family Services
- 152 Case Management I: Fundamentals of Case Planning
- 153 Case Management II
- 154 Purposeful Interviewing for Job and Family Service Professionals
- 155 Cultural Awareness and Sensitivity
- 156 Overview of Family Violence
- 157 Overview of Mental Health
- 158 Overview of Chemical Dependency
- 159 Teaming: Internal and External Collaboration
- 160 Transition to Self-Sufficiency

## **ADULT PROTECTIVE SERVICES (APS) CORE**

**(Newly Revised)**

- **Adult Development and Aging**
- **Philosophy and Principles of Adult Protective Services Practice**
- **Basic Legal Framework for Adult Protective Services**
- **Adult Protective Services Intake and Investigation**
- **Assessment in Adult Protective Services**
- **Case Planning and Service Delivery in Adult Protective Services**
- **Preparing for and Testifying in Court**

### **Under Development**

- **Advanced Legal Issues in Adult Protective Services**
- **Adult Protective Services Supervision and Administration**

## **APS SPECIALIZED AND ADVANCED SKILL BUILDING**

### **720 Adult Protective Services - Special Issues Which Include:**

- **Domestic Violence Later in Life**
- **Nutrition and the Elderly**
- **Effects of Abuse and Neglect on Adult Development**
- **Placement Issues with Adult Clients**
- **Mediation for Adult Protective Services**
- **Risk Assessment in Adult Protective Services**
- **Working with Adult Clients with Perceptual or Physical Impairments**
- **Financial Exploitation of the Elderly**
- **Dementia & Other Mental Disorders**
- **Medication Abuse and the Elderly**
- **Ethical Decision-Making in Social Work**
- **Clinical Management in Elder Abuse and Neglect**
- **Other**

## **CDJFS SPECIALIZED AND RELATED SKILL BUILDING**

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- 401 Specialized Public Service Issues**
  - 402 Communication**
  - 404 Assisting Clients to Succeed**
  - 405 Negotiating, Mediating and Monitoring Skills**
  - 406 Team Work and Team Building**
  - 407 Dynamics of Crisis**
  - 409 Specialized Interviewing Skills**
  - 411 Specialized Cultural Awareness Skills**
  - 412 Specialized Family Violence**
  - 413 Specialized Mental Health Issues**
  - 414 Specialized Chemical Dependency and Addiction Issues**
  - 417 Human Behavior**
  - 418 Health and Medical Issues**
  - 420 Worker Safety**
  - 421 Time/Stress Management**
  - 422 Dealing with Hostility**
  - 423 Motivation and Empowerment**
  - 424 Leadership Development**
  - 425 Customer Service and Office Management**
  - 426 Organizational Development**
  - 427 Other**