

LOEB Consulting Group

Issue 2

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Launching the Professional Development Series for Legal Managers



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We heard you! Over the past few months we have been connecting with our legal clients to share information and receive feedback on the Professional Development Series for Legal Managers.

Our clients have told us the content is right on target and they would like to have the option of sending participants to one or more programs in the series, rather than committing participants to all of the sessions up front. We also heard that clients would like to see a session dedicated to brand new managers.

Probably, most loudly, we heard that budgets are tight, but development is important. So we went back to the drawing board and **announced** a menu-driven set of workshops for legal managers to choose from priced per session(s), and a workshop for new managers is in the works!

Please click on this link for more information. We look forward to partnering with our clients to help in developing the law firm leaders of the future.

LOEB Leadership Lessons In Action

By Natalie Loeb

At a recent meeting I was blown away...by three seniors in high school leaving leadership positions on the executive board of a local teen leadership/community service group. These three teens had served on this board since the beginning of this group in 2007. They helped to launch a local community service organization building it from 40 teen participants to over 400 teen participants in just over two years.



These teens had willingly accepted leadership roles when they were voted in... and then willingly stayed open to new ideas and feedback from others as they worked with other board members, parent leadership coaches and the teens in the group themselves to "Do Good" in their own community. The list of what they accomplished is just too long to put here...but one night I observed a leadership lesson in action that made a difference.

After the election to replace their positions on the board, each teen graciously (in front of about 125 other teens) welcomed the new board members, gave them each a bit of advice from what they learned and then encouraged the new board members to do even better than they did.

These departing board members once again demonstrated their leadership qualities by **showing support, providing guidance and demonstrating humility**... with all they have accomplished they know the new board members can do even more! Needless to say, I had goosebumps...they are 17 years old...and already demonstrating excellent leadership qualities.

Training Trends in Diverse Industries

By Natalie Menendez



“Companies who acknowledge the value of training and development programs recognize that specific skillsets are fundamental to repeat business and to organizational reputations in a very competitive market.”

The state of the current economy has fuelled almost every industry to cut company budgets and to considerably reduce spending. This is especially true for the decline in construction jobs and positions caused by the U.S. economic recession. Under this pressure organizations may hastily slash their training budgets, a seemingly abstract cost causing little repercussion. According to the article, *Training & Continuing Education Trends in the Electrical Industry*, Beck Ireland of *Electrical Construction and Maintenance Magazine* adds, “Budget cuts during an economic downturn may not be the best decision, and how current electrical engineering and contracting firms are resisting the urge to cut spending and ramp up training efforts instead, (Ireland, 2009). Although this notion may seem challenging for stressed organizations to perceive, companies must view the training initiative as a long-term investment.

Companies who acknowledge the value of training and development programs recognize that specific skillsets are fundamental to repeat business and to organizational reputations in a very competitive market. Dennis DeCosta, president of Commonwealth Associates, an engineering, consulting and construction management firm in Michigan has identified the requisite need for training and has implemented a massive expansion of its training and professional development program to provide associates with an essential skill set. With approximately eighty hours of formal training available to each employee, they will also be offered license and certification upkeep and professional development programs to diverse levels within the company. DeCosta suggests that, “the real payoff is five to 10 years down the road. Hopefully, that training will allow us to continue to do excellent work in the future and maintain our good reputation so

we keep our repeat business,” (Ireland, 2009). Contrary to Commonwealth Associate’s training budget increase, many construction companies do not even have an intended training budget.

Whether employees are seeking to improve professional skills or are working within a restructuring company and are placed in new roles with added responsibilities, such issues can substantially affect the overall level performance and quality of business. According to Manny Avramidis, senior VP of Global Human Resources, a New York-based management training and professional development organization, American Management Association (AMA), “When those internal changes take place, there’s a significant risk that the people are being placed into positions that they’re not capable of satisfactorily performing. “It’s critical that you train the people who are left behind because when this is all said and done, it will be those people who get you through these difficult times,” (Ireland, 2009). Further, many are utilizing this business lull as a timely opportunity to tackle such concerns, initiate training and better prepare employees for the next job.

All businesses thrive on their reputation and on the level of quality they generate. In a downturned economy where companies are constantly seeking means to cut spending, it is crucial to recognize the value of continually investing in employees, as they are the foundation to an overall organization. Regardless of the industry, by focusing on the positive aspects of a business and maintaining a superior level of employee excellence will keep organizations well positioned when the economy recovers.

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*Training & Continuing Education Trends
in the Electrical Industry*

LOEB Senior Consultant on ...

Presentation Techniques Are Necessary—Even for a Veteran

by Donna Gentry

I am standing behind a podium in a medium sized conference room in a London law firm. Sitting before me are 30 strangers to whom I am to give a PowerPoint presentation regarding an organization about which I am passionate and knowledgeable. I planned to talk about the history of the organization, the benefits of networking with colleagues, the knowledge sharing that makes our jobs easier, the recent technology changes that made communication within the organization effortless....however, I never got to any of it.

The first slide appeared overhead and I was unable to speak. I was completely and utterly frozen -- unable to move. What makes this even more bizarre is that I have been an actress for most of my life and performed stand-up comedy for more than 10 years in NYC nightclubs. I am not new to standing in front of an audience and making a presentation. So, what went wrong that day? Well, a number of things, I was stressed, and worried about the text. I focused on the text completely. I labored until the last minute on editing and adjusting every word I was going to say and spent no time on preparation. Come on people, I've been doing this for 1,000 years - I know how to present! Besides, I had passion, and I had confidence – what else do you need? I just knew the presentation portion would go well so, I didn't focus on my prep. No, I spent time writing and rewriting – because my words were going to convince the audience that this organization was so fantastic they would want to join! What a rookie move on my part.

There is an old saying, "Drama is easy; comedy is hard." It's true! It looks like Robin Williams gets up on stage and just starts this crazy stream of consciousness that spontaneously came to him while standing there. But, in fact, the man works really hard to make it look like that. Williams is known for going to comedy clubs unannounced. He spends gads of time working and honing a routine or bit for months before it is incorporated into his act. His act is well rehearsed, planned and crafted. In other words, lots of preparation goes into it. As administrators, you aren't going to be doing stand-up comedy, however, the same principles and preparation applies for a great presentation.

To read more of this article, [click here](#).....

Student Leadership Corner

The Value of Student Leadership from a Parent's Perspective

by Andrea Doukas of Marlboro, New Jersey



When the idea of a Teen Advisory Committee (TAC) was introduced to the youth of our town my son was eager to participate. He thought it would be a terrific way to introduce the student's perspective on town issues and earn community service at the same time. He didn't know then his involvement would help him mature and give greater focus to his goals.

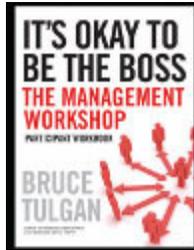
He was elected onto the Executive committee on the first term that the position was created and reelected when his term expired. This opportunity fine tuned his leadership and presentation skills. He learned how to identify community issues, collaborate with others and call on the resources of TAC members to implement a plan of action. He learned government procedures, how to move an idea through the process to implementation in order to enhance our community.

TAC was developed to encourage our teens to be involved in important issues in Marlboro. To care and make a difference about the community they live in. It has done just that but so much more. Developing his public speaking skills, learning to work in a team environment and most importantly wanting to "Do Good" for his community are priceless lessons taken from his commitment to the TAC.

Being involved as a student leader in TAC has inspired him to expand his community and governmental involvement. I know as he moves on to college he will take with him the "Do Good" premise that the TAC set out to encourage. As a parent of a TAC member I am truly proud of the involvement and the positive life lessons my son has experienced.

Open Enrollment Workshops

Loeb Consulting Group is the Preferred Provider of **IT'S OKAY TO BE THE BOSS**
The management workshop for supervisors & managers.



Help Managers Become the Engaged Boss' Their Employees Need
November 4, 2010 and March 11, 2011

In the **IT'S OKAY TO BE THE BOSS** Workshop, managers are taught that empowerment is not an excuse for under-management. Managers will leave the workshop ready to embrace their crucial responsibility of being a great boss.

It's Ok To Be The Boss focuses on the back to basic management skills required to succeed in today's workplace.

[Click Here For More Information...](#)

THE PROFESSIONAL DEVELOPMENT SERIES FOR LEGAL MANAGERS

February 3, 10, 17 and 24, 2011 (New York City)

March 24, 25, 31 and April 1, 2011 (Washington DC)

- Loeb Consulting Group's Development Series for Legal Managers begins with **It's Okay to Be the Boss**; a management boot-camp; providing participants with "back to basic" skills to be a great manager.
- Professional development continues with session two; **Conducting Effective Performance Reviews**. In this session participants build the confidence and competence to leverage their employees' every day performance by conducting a constructive performance review.
- In session three; **Leading the Way with Emotional Intelligence**; participants get to focus on and develop skills to encourage collaboration, build effective teams and defuse conflict by learning how to tap into their emotional intelligence.
- In the final session; **The Leadership Challenge®**; participants reflect on the skills learned in the series and identify and strengthen their innate qualities to transform from a great supervisor/manager to an exemplary leader.

[Click Here For More Information...](#)

Recent client experience with the "It's Okay to be the Boss" workshop:

Our management team really needed some help in being more comfortable in their role as a manager. We have great people who were promoted from within and feeling overwhelmed by the responsibilities of being a manager. Natalie was the perfect trainer for our group. She immediately engaged them in the program and left them wanting more. Natalie's presentation style is fun and educational. Her energy and enthusiasm engaged our team and by the end of the day, they wanted another day of training. My managers keep asking when Natalie is coming back!

-Rebecca

Summer 2010