

The Art of EFFECTIVE COMMUNICATION



Monday, March 31st, 2025

10:00am – 12:00pm

PSG of Central NJ

Speaker:

Jan Goodman, CWDP
Certified Workforce
Development Professional

Greater Raritan One-Stop Career
Training Services Center

"Communication is two-sided – vital and profound communication makes demands on those who are to receive it... demands in the sense of concentration of genuine effort to receive what is being communicated."

— Roger Sessions

Points of Discussion:

- Self-Assessments
- Looking at different personality types
- Identifying your Myers Briggs Personality Types
- Defining filters
- Encoding, decoding and sending messages
- Culture
- Gender
- Active listening
- Paraphrasing statements
- Nonverbal messages
- Handling Conflict
- Being assertive, not aggressive
- Communication preferences
- Communication models

How You Will Benefit:

- Understand a working definition of communication.
- Review communication models and their key elements.
- Apply Myers Briggs personality assessments to develop effective communication skills.
- Investigate different styles of communicating.
- Learn how tolerance for disagreement affects effective communication.
- Identify common communication filters.
- Learn new tools for effective communication.

Please note this is a virtual workshop via Zoom.

*Please register by Friday, January 24th
at the PSG website: www.psgcnj.biz*

*There will be a link at the top of the page that says,
"Click on Zoom Meeting Registration Link"*