

Civility Consulting

SHOW UP WELL

SIMPLE CIVILITY CAN CHANGE YOUR ENVIRONMENT

We all get 24 hours in each day. Each of us has a certain number of days we will be on this planet and every day matters. We spend almost half of our lives on our job. What do YOU want your work environment to be like? You can be the change you want to see!

CIVILITY IS SIMPLE – BUT WE CAN ALL USE A LITTLE REFRESHER TO SHARPEN OUR SKILLS

- *Is rude behavior interrupting your workflow?*
- *Do you dread being around the office gossip?*
- *Are you tired of others not respecting your time and space?*
- *How would it feel to look forward to coming to work each day?*

Here are a few civility skills included in our training:

- Be others oriented
- Body language
- Visual contact
- Verbal connection
- Stay teachable
- Be aware
- Think before you speak
- Honor time
- Be present
- Listening skills
- Choose kindness
- Humanization
- Honest communication



LEARN PRACTICAL SKILLS FOR SUSTAINABLE SUCCESS

