

Anoka-Ramsey  
Community  
College  
Spring 2010

# Charge Nurse Leadership Development

**Tuesday & Wednesday**

**April 20 & 21**

**8:00 a.m.—4:30 p.m.**

**\$325 per person**

**Course # 11287**

**Class held at the  
Training &  
Development Center**

**(Corner of Coon Rapids  
Blvd. & Mississippi Blvd.  
across from McDonald's)**



Instructor:

**Elizabeth Larson,**  
RN, BA, MS, Education  
Consultant.

Forty years of experience in health care including acute care settings as clinician and manager. Twenty years experience in the delivery and management of adult education including the following key areas: instructional design, adult learning theories, competency based learning, leadership and management of education services.

Facilitated session designed to enhance essential leadership skills for Charge Nurses. Presentations along with interactive exercises will be used to support critical thinking and problem solving for some of the key challenges of a charge nurse, including:

- **Role of the Charge Nurse**
- **Communication and Conflict Management**
- **Leadership Styles/ Situational Leadership**
- **Finding Balance**

The 16-hour workshop sets a positive tone for understanding this important nursing role—and participants will practice problem solving on challenges faced daily by charge nurses. Case studies and interactive exercises for:

- **Improving communication skills**
- **Identifying challenging behaviors**
- **Identifying strategies for resolving conflict**
- **Creating a coaching plan**
- **Participating in a “World Café”**
- **Practicing critical thinking**

**Workshops are available in your area!**

**Register Today:**

visit [www.anokaramsey.edu/cect](http://www.anokaramsey.edu/cect)  
or call 763.433.1200

**Program Sponsors:**



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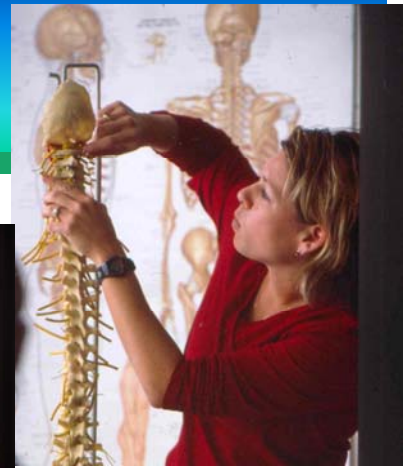
**For more information contact:**

Sheila Judd, *Director*  
**Continuing Education and  
Customized Training**  
763-433-1402

***Sheila.Judd@anokaramsey.edu***

*Program can be customized  
upon request.*

Nurses at all levels have the opportunity to become active leaders in the healthcare system. These courses can help you acknowledge and develop your professional leadership skills.



## Developing Resilience

Workplace adversity in nursing is associated with excessive workloads, lack of autonomy, bullying, violence and organizational issues such as restructuring and has been associated with problems retaining nurses in the workforce. This class will allow nurses to actively explore and develop a plan for creating strategies that strengthen their own personal resilience, reduce their vulnerability to workplace adversity and improve the overall healthcare setting. \$89 .48 CEU

Tuesday, May 4, 2010  
1:00 – 5:00 p.m., ARCC, #1294

Tuesday, May 11, 2009  
1:00 – 5:00 p.m. MCTC, #1295



**Instructor:**  
**Elizabeth Larson, RN, BA,**  
**MS, Education Consultant**

## The Essentials of Nursing Leadership

Participants will practice critical thinking and problem solving for key challenges they face in order to provide positive leadership at the bedside. This two-day course will cover the following topics:

### *Day 1: The Role of the Nurse Leader*

Includes the basics of the nurse leader's role along with the foundation for effective delegation.

### **Communication and Conflict Management**

Includes the skills that are essential for excelling at communication, dealing with difficult people and gaining a better understanding of how to deal effectively with conflict.

### *Day 2: Leadership Styles and Situational Leadership*

Defines different leadership styles and the influences on your personal style. Learn the application of the essential principles of situational leadership; coaching skills; and the development of ideas for giving reward and recognition.

### **Finding Balance**

Explores the stress filled environment today's nurse works in and the message that they can never do enough; or what they have done is not enough. Learn how to increase your resistance to stress as well as some stress busting techniques.

Tuesday & Wednesday, March 30 & 31, 8:00 a.m.—4:30 p.m., \$325  
Anoka-Ramsey Community College: TDC D100#1288, 16 contact hours

Tuesday & Wednesday, April 27 & 28, 8:00 a.m.—4:30 p.m., \$325  
Minneapolis Community & Technical College, \$325, #1289, 16 contact hours

**Register Today:**  
visit [www.anokaramsey.edu/cect](http://www.anokaramsey.edu/cect)  
or call **763.433.1200**

## Managing Conflict and Preventing Crisis

Many situations can be defused early on if staff can learn early warning signs and how to respond productively during crisis moments. Nurses will learn how to respond effectively to the warning signs that someone is beginning to lose control and if situations escalate how you can feel more calm and collected rather than fearful and confused. .48 CEU \$89

Tuesday, May 4, 8:00 a.m. – 12:00 p.m., ARCC, #1292  
Tuesday, May 11, 8:00 a.m. – 12:00 p.m., ARCC—D100, #1293

# Integrative Health and Healing Overview

Anoka-Ramsey  
Community  
College  
Spring 2010



**Tuesday,  
February 23, 2010  
8:30 a.m.—11:30 a.m.  
\$49 per person  
Course # 1257  
Class held at  
Anoka-Ramsey  
Community College,  
Training &  
Development Center**

In this introduction class you will learn about Integrative Health & Healing and how important it is for the balance of body, mind and spirit so that you can enhance your presence and care of your clients/patients. You will have the opportunity to experience various holistic healing modalities while learning techniques and skills to use for your own self care and with others. Learn how hospitals and long-term care systems are incorporating these therapies into their culture. You will:

- Increase your understanding of the field of Integrative Health & Healing.
- Experience several holistic healing modalities including guided imagery, reflexology, essential oils, healing touch, qigong and others.

Learn the importance of self-care of mind, body and spirit to be more fully prepared to take care of patients/clients.

**Register Today!**

visit [www.anokaramsey.edu/cect](http://www.anokaramsey.edu/cect)  
or call 763.433.1200



Instructor: **Valerie Lis,**

Conducts seminars and workshops on holistic health topics. In addition to teaching college students and health professionals, she is also a frequent radio and TV guest and is involved with numerous Integrative Health Therapies. Valerie provides amazing self-empowering tools to her clients and audiences, supporting positive change in just minutes.

**For more information contact:** Sheila Judd, Director,  
Continuing Education and Customized Training 763.433.1402 or  
[sheila.judd@anokaramsey.edu](mailto:sheila.judd@anokaramsey.edu). *Program can be customized upon request.*



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# Registration Information

Anoka-Ramsey  
Community  
College  
Spring 2010

## Five Easy Ways to Register...



### Online

Visit [www.AnokaRamsey.edu](http://www.AnokaRamsey.edu)



### By Fax

763.433.1201



### By Mail/In-Person

Anoka-Ramsey Community College  
Business Office/CEU Registration  
11200 Mississippi Boulevard  
Coon Rapids, MN 55433-3499  
8:00 a.m.—4:30 p.m. Mon-Fri



### By Phone

Call 763.433.1200

## PARTICIPANT INFORMATION *(please print)*

Name: \_\_\_\_\_ SSN #: \_\_\_\_\_  
First Last MI (optional: for verification)

Organization Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip/County: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Have you previously attended ARCC \_\_\_\_\_

## COURSE INFORMATION

Course #	Course Name	Class Date	Course Fee
Grand Total			\$

### Method of Payment

Cash     Check     Visa     Master Card     Discover Card     3rd Party Payment

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Authorized Signature \_\_\_\_\_

# Register Today!

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[sheila.judd@anokaramsey.edu](mailto:sheila.judd@anokaramsey.edu).

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