

## Professional Development for BCH

### ABA Supervision, Management and Leadership

ABA Supervision Series: 8-hour Supervision Training  
 Application of Behavioral Systems Analysis to Business Management  
 Evidence-Based Practices for the Treatment of Autism Spectrum Disorder  
 Incorporating Positive Behavior Supports in ABA Practice  
 Management and Supervision Strategies to Prevent Staff Ethical Violations  
 Managing Challenging Staff: An ABA Approach  
 Ongoing Staff Development for RBTs  
 Providing ABA Supervision in School Settings  
 Providing BCBA Supervision Using Telehealth  
 Safety Skills for Children with ASD or IDD  
 Strategies for ABA Revenue Cycle Management  
 Strategies for Developing High-Potential Employees  
 Supervision Series Pt. 1: Introduction to ABA Supervision  
 Supervision Series Pt. 2: Best Practices for ABA Supervision  
 Supervision Series Pt. 3: Performance Feedback in ABA Supervision  
 Supervision Series Pt. 4: Evaluating ABA Supervision Effects  
 The Behavior Analyst's Role In Medication Management

### Leadership and Management Fundamentals

Achieving Excellence with High-Performing Teams  
 Behavioral Health Leaders: Implementing Trauma-Informed Leadership  
 Behavioral Health Leaders: Supporting Clinicians after a Client Death  
 Behavioral Health Leaders: Utilizing Motivational Interviewing  
 Change Management: Leading Change  
 Change Management: Navigating Change  
 Communicating Effectively  
 Communicating Effectively Self-Paced  
 Communication Essentials: Communication Effectiveness

Communication Essentials: Effective Listening  
 Communication Essentials: Navigating Conversations  
 Conflict Resolution  
 Effective Communication for Supervisors  
 Effective Teamwork  
 Essentials of Communication: Effective Listening  
 Essentials of Communication: Navigating Conversations  
 Fundamentals of Management vs. Leadership  
 Fundamentals of Management: Setting the Stage for Success  
 Fundamentals of Management: The Emerging Leader  
 Fundamentals of Management: Winning at Work  
 How to Improve Employee Engagement  
 Human Resources for the Leadership Team  
 Introduction to Interviewing Techniques  
 Introduction to Team Building  
 Leadership Fundamentals: Coaching to Performance  
 Leadership Fundamentals: Servant Leadership  
 Maintaining Professional Boundaries  
 Managing Anger  
 Motivating for Improved Performance  
 New Employee Onboarding and Organizational Culture  
 Providing Customer Service  
 Providing Customer Service Self-Paced  
 Self-Care Strategies for Frontline Professionals  
 Supervisory Skills: The Basics  
 The Role of Agency Leadership in Board Management and Governance  
 Transitioning to a Supervisor  
 Working with Difficult Individuals  
 Writing Effectively in the Workplace

### Skillsoft - Business Skills

Accounting for Stock Transactions  
 Applying Value Stream Mapping in Lean Business  
 Becoming an Effective Cross-functional Team Member  
 Business Execution: How Things Get Done

**Current course listing. Course listing is subject to change as updates are made. Individual courses may appear in multiple categories.**

Creating a Project Schedule and Budget  
Critical Thinking: Challenging Assumptions  
Customer Service: Adapting to Your Customers' Cues  
Customer Service: Discovering Customer Needs  
Customer Service: Engaging with Customers  
Customer Service: Fostering a Service Mindset  
Customer Service: Generating Effective Solutions  
Customer Service: Strengthening Your Service Skills  
Defining a Project Scope and Team  
Ethical Standards and PMI® Core Values  
Ethics and Project Management  
Facing Confrontation in Customer Service  
Forging Relationships with External Stakeholders  
Keeping Business Calls Professional  
Key Accounting Concepts and Principles  
Making the Case for Your Business Project  
Managing a Project to Minimize Risk and Maximize Quality  
Navigating through Changes and Conflicts in Projects  
New Project Manager Essentials  
Operations Management Functions and Strategies  
Organizing Your E-mail  
Overcoming Unconscious Bias in the Workplace  
Overcoming Your Own Unconscious Biases  
Preparing a Great Virtual Presentation  
Preparing Financial Statements and Closing Accounts  
Problem Solving: Choosing and Implementing the Right Solution  
Problem Solving: Defining and Stating the Problem  
Problem Solving: Generating Solutions  
Providing Effective Internal Customer Service  
Recording, Posting, and Balancing the Books  
Sending E-mails to the Right People  
Set Your Workspace Up For Success  
Setting Strategic Goals for HR  
Taking Final Steps to Bring a Project to its Close  
The Essentials for Anger Management

## Skillsoft - Communication

Bridging Differences in Cross-cultural Communication  
Building Rapport through Strong Collaboration  
Building Shared Understanding across Cultural Divides  
Conveying Your Message without Words

Enhancing Communication through Listening  
Expanding Your Communication Skill Set  
Harnessing the Power of the Written Word  
Listening to Engage, Empower, and Influence  
Overcoming Barriers to Effective Listening  
Presenting Virtually  
Troublesome Words and Phrases: Usage Mistakes in Writing  
Working Well with Others  
Writing Effective E-mails and Instant Messages  
Writing with a Professional Mindset

## Skillsoft - Generative AI

Boosting Performance with the Employee Appraisal Process  
Embracing Risk and Learning from Setbacks with AI Projects  
Encouraging Innovation and Experimentation with AI  
Establishing AI Guardrails and Governance  
Fostering a Growth Mindset in the Age of AI  
Generative AI and Its Impact to Everyday Business  
Harnessing the Disruption of Generative AI  
Leading in the Age of Generative AI  
Leading through the AI Disruption with Empathy  
Leveraging AI as a Team Member  
Leveraging Analytical and Critical Thinking to Implement AI  
Managing Employee Development  
Managing Your Company's Talent  
Navigating AI Ethical Challenges and Risks  
Recognizing Hallucinations, Inaccuracies, and Bias in AI  
Unlocking Business Solutions with AI-Powered Analytics

## Skillsoft - Leadership & Management

Assessing Your Organization's Potential for High Performance  
Delivering Feedback That Encourages Growth  
Engaging and Challenging Your Top Performers  
Engaging the Power of a Multigenerational Workforce  
Enhancing Hiring Decisions with Effective Applicant Screening  
Leading in a Hybrid Workplace  
Leveraging the Power of Performance Management  
Making Difficult Conversations Meaningful  
Managing and Supporting Employee Wellness  
Planning Your Growth as a Leader  
Promoting a Positive Work Environment

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Using Lean to Perfect Organizational Processes

## **Skillsoft - Personal Development**

Building Success through Self-improvement

Building Up Your Emotional Intelligence

Developing Diplomacy and Tact

Get Organized and Stop Procrastinating

Learning from Failure and Success

Making Change Stick

Managing Motivation during Organizational Change

Managing Your Time So It Doesn't Manage You

**Positive Atmosphere: How Organizational Learning Drives Positive Change**

Remaining Tactful and Diplomatic under Pressure

Saving Time by Setting Goals

Sharpening Your Focus to Stay on Track

Thriving with High-pressure Work

## **Skillsoft - Workplace Innovation**

Navigating Your Team through Strategic Change

## **Supervision and Leadership in IDD**

Behavioral Interviewing in IDD

Best Practices for DSP Supervision

Budgeting for Service Organizations

Creating a Culture of Respect

Effective DSP On-boarding Strategies

Evaluating DSP Turnover

Grant Writing Basics

Human Resources for Organizational Leaders

Implementing a Peer Mentor Program

Leading an Inclusive Work Environment

Organizational Financial Management

Organizational Risk Management

Performance Improvement Plans

Planning and Organizing Meetings

Recruiting DSPs to Work in IDD Settings

Reducing the Risk of DSP Burnout

Strategic Planning for Service Organizations

Supervisor Training Curriculum, Pt. 1: Defining Work Performance Expectations

Supervisor Training Curriculum, Pt. 2: Improving Work Performance through Monitoring and Feedback

Supervisor Training Curriculum, Pt. 3: Promoting Positive Workplace Enjoyment

Transitioning from DSP to Supervisor

## **Workforce Skills - Supervision and Management**

Workplace Substance Use