

WHY 2 LIVE WELL



# TRAINING CATALOG

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WHY 2 LIVE WELL

# About Us

As the Owner and founder of Why 2 Live Well, LLC it is my distinct pleasure to offer our consulting, coaching, and training services.

Our mission is to deliver exceptional trainings and ensure your entire organization is fully equipped to lead and support the mission of providing excellent service and decision making throughout the organization.

In short, when all employees and students feel as though they can offer their individual strengths in an encouraging, accepting environment, the positive impact on the organization is inevitable. While the current business and economic climate is challenging and perhaps even a little unpredictable, one thing is clear: when employees and students are, seen, heard and feel safe you will receive positive bottom-line outcomes. We are fast becoming a nation, where emotional wellness, diversity equity and inclusion and emotional intelligence are the some of the necessary ingredients needed to help foster healthy work environments.

This can be an unfamiliar climate for people of all races. Even those with the best of intentions can find themselves with questions. I look forward to providing the university internal tools and resources to work well, live well and lead well.

Thank you, and I look forward to working together.

## Are you okay? Mindful Self Care Tips for Leaders in the Workplace

### **The course will cover:**

- What is self-care and why it's important for managers and leaders.
- What self-care can do for you and your team.
- Types of self-care.
- How to manage your wellbeing while working remotely.

### **Learning Outcomes -- At the end of the course participants will:**

- Be able to practice self-awareness.
- Be able to set boundaries.
- Take care of your physical and mental health.
- Give yourself grace.
- Extend grace to others.

## Building Authenticity in the Workplace

### **The course will cover:**

- What does it mean to be Authentic?
- Common problems that arise from not being yourself.
- How authenticity can boost productivity.
- How to be authentic and remain professional in the workplace.

### **Learning Outcomes -- At the end of the course participants will:**

- Be able to describe what authenticity in the workplace is and why people struggle with it.
- Lead employees with heart, purpose, values, and principles.
- Lead employees by demonstrating excellence through self-discipline.
- Lead employees by cultivating long-term relationships.
- Implement techniques to help you to be authentic at work.

## Creating Team Alignment for Workplace Satisfaction

### **The course will cover:**

- What is team alignment?
- Key Steps to creating team alignment.
- Fulfilling team expectations, motivating teams, and meeting team goals.

### **Learning Outcomes -- At the end of the course participants will:**

- Be able to set clear expectations for employees.
- Be able to obtain your team's commitment to your organization.
- Be able to uncover organizational blind spots that help to guide your team to align successfully.



## Culture of Belonging: DEI in the Workplace

### **The course will cover:**

- The definition of Diversity Equity and Inclusion and the impact it has on organizational effectiveness.
- Instances of microaggressions, bias, and allyship, as well as suggestions for support, establish a safe environment for processing problems.
- Recognize the value of advocacy, cultural humility, and social justice.

### **Learning Outcomes -- At the end of the course participants will:**

- Acquire the knowledge of the terminology and resources needed to comprehend the effect DE&I has on motivation and emotional wellness.
- Acquire abilities to provide cultural humility and to cross interpersonal relationship-enhancing strategies.
- Recognize constructive feedback-giving and receiving techniques.
- Improve performance using approaches for fostering relationships.

## Diversity Equity and Inclusion (DEI) in the Workplace

### **The course will cover:**

- The definition of Diversity Equity and Inclusion and the impact it has on organizational effectiveness.
- Examples that illustrate microaggressions, bias and allyship and ways to support create a safe conversation space to process concerns.
- Identify and learn the importance of social justice, advocacy, and cultural humility.

### **Learning Outcomes -- At the end of the course participants will:**

- Be able to leave with the language and tools to understand the impact DE&I has on motivation and emotional wellness.
- Gain skills to offer cultural humility and bridge techniques to enhance interpersonal relationships.
- Understand and learn healthy ways to give and receive feedback.
- Increase performance through rapport building techniques.

# Emotional Intelligence in the Workplace

## **The course will cover:**

- Define Emotional Intelligence (EQ)
- Identify the benefits of emotional intelligence.
- Learn the four core skills required to practice emotional intelligence.
- Define and learn self-management, awareness, self-regulation, self-motivation, and empathy to manage and regulate emotions.
- Explore and identify how to use emotional intelligence in the workplace.

## **Learning Outcomes -- At the end of the course participants will:**

- Understand co-workers, empathize with them, and know how to best interact with them to increase productivity and workplace deliverables.
- Know how to manage stress for workplace success and overall life fulfillment.
- Understand and learn healthy to give and receive feedback.
- Be open to adjusting and improving the overall workplace through utilizing EQ.

# Grief in the workplace: Showing Compassion While Others Grieve

## **The course will cover:**

- Reviewing and expanding your bereavement leave and policies.
- Making it okay to not be okay.
- Prioritizing compassion.
- The neuroscience of grief.
- How to support a grieving employee.

## **Learning Outcomes -- At the end of the course participants will:**

- Find out if practical support is needed.
- Learn how to be accommodating to the bereaved at work.
- Learn how to discuss other options if grief affects the employee's performance for too long.

## Highly Effective Leaders Lead with Compassion: Leadership Styles Matter

### **The course will cover:**

- Increase performance of your team through compassionate leadership
- Identify your leadership style and your teams' learning styles.
- Learn leadership traits that enhance interpersonal relationships.
- Explore and identify how to use emotional intelligence in your leadership style.

### **Learning Outcomes -- At the end of the course participants will:**

- Leaders will understand their unique leadership style and gain insight on various learning styles of others on their team.
- Gain skills to offer compassion and empathy while making tough leadership decisions.
- Understand and learn healthy ways to give and receive feedback.
- Increase performance through rapport building techniques.

## Say Yes to your No: Boundaries for Workplace Success

### **The course will cover:**

- The Importance of boundaries in the workplace
- Steps to establish boundaries in the workplace.
- The pros and cons and benefits to boundary setting

### **Learning Outcomes -- At the end of the course participants will:**

- Have strategies and tools to set appropriate boundaries to increase productivity and balance.
- Establish and gain insight on healthy language to use when setting boundaries.
- Learn the benefits of self-advocacy.

## Boundfidence- Setting Healthy Boundaries with Confidence

### **The course will cover:**

- Identifying your triggers and getting in touch with your feelings
- Speaking up & practice assertiveness.
- Letting go of shame.
- Different boundary types and styles.

### **Learning Outcomes -- At the end of the course participants will:**

- Learn how to say "no" without feelings of shame and guilt.
- Learn how to communicate your boundaries with confidence.
- Identify the barriers and beliefs that may be holding you back.
- Learn how to implement tools and techniques to set healthy boundaries.

## Emotional Resilience for Success

### **The course will cover:**

- Define emotional resilience.
- Identify the benefits of emotional resilience.
- Learn steps to help develop your emotional resilience.
- Help ensure your employees have the resilience required to cope with workplace challenges.
- Mindfulness.

### **Learning Outcomes -- At the end of the course participants will:**

- Define resilience and explain its importance.
- Be able to differentiate between positive and negative thinking, including challenging the way they think.
- Be able to use tools that help them build resilience.
- Develop key Emotional Intelligence skills.
- Help others to build resilience.

## Navigating work place Dynamics: The art of Dealing with challenging People

### **The course will cover:**

- Explore why staff should know the benefits of learning how to deal with difficult people in the workplace.
- Identify types of difficult people, their behaviors, and their intents.
- Apply strategies to deal with difficult behaviors.

### **Learning Outcomes -- At the end of the course participants will:**

- Develop strategies for dealing with challenging behaviors.
- Separate personal feelings from the behaviors difficult people exhibit.
- Explore personal feelings/self-reflection on various behaviors.

## Managing Imposter Syndrome for Success in the Workplace

### **The course will cover:**

- Define imposter syndrome.
- Tips for managing stress at work, home, and in social settings.
- The impact of imposter syndrome has in individuals and the organization.
- How to reduce imposter syndrome and its effects.

### **Learning Outcomes -- At the end of the course participants will:**

- Provide an explanation of imposter syndrome.
- Determine the origins of imposter syndrome and how it affects people and organizations.
- Use techniques to minimize or get rid of imposter syndrome.

## The Art of Managing Stress in the workplace

### **The course will cover:**

- Develop proactive reactions to stressful conditions.
- Tips for managing stress at work, home, and in social settings.
- Understand the intangible issues linked to stress.
- Learn coping mechanisms for stress.

### **Learning Outcomes -- At the end of the course participants will:**

- Comprehend the basic rules of stress management.
- Understand stress triggers and how to control them.
- Explore ways to handle stress through lifestyle changes.
- Develop an effective plan to diminish and curtail stress.

## Post Traumatic Growth Syndrome

### **The course will cover:**

- Participants will learn about post-traumatic growth, how it differs from, and overlaps with, recovery.
- How to discuss growth with clients without minimizing their trauma or struggles.
- Practice approaches that can help open the door to growth, and foster progress for their clients.
- The phenomena of post-traumatic growth through the accounts of survivors, and the investigations of researchers and providers.
- Participants will explore healthy ways that survivors can respond to trauma to promote growth and development in their own lives, and how practitioners can foster these outcomes.

### **Learning Outcomes -- At the end of the course participants will:**

- Be able to describe the concept of post-traumatic growth including changes in cognition, behavior and self-experience commonly observed.
- Understand recovery as part of a continuing that can be assessed and supported in the clinical relationship.
- Feel able to provide psychoeducation about post-traumatic growth to clients, without diminishing pain and suffering or challenges stemming from trauma.
- Gain strategies to promote and strengthen recovery factors among those they are helping.
- Reflect on personal experiences to illustrate or exemplify the factors and changes associated with trauma and promote growth.



# The Superpower of Problem Solving/Decision Making

## The course will cover:

- A comprehensive and practical guide to effective problem-solving and decision-making in both your personal and business life.
- Problem Solving and critical thinking.
- How to overcome obstacles in decision making process
- How decision making affects our stress level, life, emotions, feelings, and behaviors.
- Why decision-making skill is important.

## Learning Outcomes -- At the end of the course participants will:

- Be able to explain both the affordances and limitations associated with problem-solving and decision-making.
- Be able to explain and discuss how organizational decisions or non-decisions impact personal development, team dynamics, and company-wide performance.
- Be able to reflect on how mindset and personal bias influence your ability to solve problems and make decisions.
- Be able to articulate how both good and bad team decisions can benefit your professional growth.

# The Impact the Diversity Equity and Inclusion on Mental Health in the Workplace

## The course will cover:

- How Faculty and staff can gain awareness, knowledge, skills, and self-confidence to engage across differences with integrity and empathy.
- How Faculty and staff can gain knowledge, skills, and self-confidence to engage across differences.
- Offering users, a safe environment to practice effective communication skills that create brave spaces, allowing for courageous conversations that help develop an inclusive workplace.
- Leading conversations that contribute to a safe, supportive, respectful, and welcoming culture.

## Learning Outcomes -- At the end of the course participants will:

- Be able to evaluate diverse perspectives, navigating ambiguity and complexity.
- Be able to effectively build relationships across differences.
- Learn how to recognize and critically reflect on personal beliefs, attitudes, and biases.
- Demonstrate effective communication skills that create brave spaces.
- Learn how to act as an advocate for the rights of others and self.
- Recognize your role in fostering a caring and inclusive school climate.

## Trauma Informed practices in the Workplace

### The course will cover:

- Definition of Trauma Informed Care (TIC).
- Approach and Key Principals of TIC.
- Understanding and consideration for how pervasive trauma can be.

### Learning Outcomes -- At the end of the course participants will:

- Learn how to adopt a trauma-informed care approach for employee wellness.
- Learn how Trauma-Informed care for business can help make things better.
- Learn tools to build a healthy organization.

## The Developmental Model of Teamwork/Adaptability

### The course will cover:

- What does adaptability mean?
- What are adaptability skills?
- Types of adaptability skills.
- Teamwork skills.
- How to improve adaptability skills in the workplace.

### Learning Outcomes -- At the end of the course participants will:

- You will understand how to deal with the rapidly changing environment that may affect you and your team's employment.
- Be able to cope with the changes, you learn of various opportunities for learning and develop skills for employment.
- Be able to learn how to help the team to manage, adapt and learn.
- Learn how to have an aptitude to enhance and improve yourself.

## The Art Work Life Alignment for Purpose

### The course will cover:

- Explore and recognize the signs of an unbalanced life.
- Learn about employers' resources for a balanced lifestyle.
- Workplace boundaries.
- How to become more productive at your workplace.

### Learning Outcomes -- At the end of the course participants will:

- Understand the benefits of work-life balance.
- Master time management and goal setting.
- Explore and find the most effective work methods for you.
- Learn how to manage stress.



Latasha Matthews is known as America's Emotional Wellness Expert; she is the CEO and Clinical Director of Illumination Counseling and Coaching and Why 2 Live Well. Latasha has over 15 years' experience as a speaker, therapist, Coach, Consultant and author. Latasha also provides continuing education training for clinicians and corporate training on wellness, DEI, EQ, and trauma informed resilience in the workplace. She has trained 1000's of individuals globally on the importance of setting healthy boundaries to live well.

## Contact

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