



Leading EDGE

engage, discover, grow, empower

JAN-DEC 2025



community education
AT PARKLAND COLLEGE

Advance your skills in 2025 with the Leading EDGE Certificate Series!

You can be a leader, regardless of your title or role. Join your colleagues and other professionals for tips and strategies designed to improve and develop the skills of extraordinary leaders. Discover the importance of communication style, the basic principles for success, time and priority management skills, and techniques for giving and receiving feedback, mastering conflict, delegating, and more.

This 12 course series, offered January–December 2025, will help you build extraordinary leadership skills. To qualify for the certificate, participants must complete a minimum of 44 hours consisting of 5 required courses AND at least 6 of 7 electives. Price per class: \$299

**Denotes required course.*

ON THE COVER

Taylor Spoonholtz-Rosenbaum

Anyone can be a leader, regardless of their title or role. Just ask Taylor Spoonholtz-Rosenbaum, who recently completed the Leading EDGE Certificate Series in 2023. This 12-course series teaches professionals a wide range of leadership skills including time management, delegation, giving feedback, resolving conflict, and more.

Having an elementary education background, Spoonholtz-Rosenbaum is now a Learning & Development Specialist at Christie Clinic. During this career change, she regarded the Leading EDGE program as a perfect opportunity to gain confidence in her new position.

“The Leading EDGE series helped me to see my potential through a different lens,” Spoonholtz-Rosenbaum says. “It taught me that no matter your title, every person has the opportunity to be a leader.”

Spoonholtz-Rosenbaum acknowledges the quality of content delivered by the series instructor, Steve Welland, who she says was always well-prepared, extremely knowledgeable, and authentic. “His facilitation was a seamless combination of lecture, note taking, assessments, group activities, and individual reflection.”

During the course series, Spoonholtz-Rosenbaum enjoyed the Mastering Conflict class best. “The content is applicable to your personal and professional life,” she says. “I remember Steve making a point that we will never get rid of or ‘fix’ conflict entirely because it is necessary if it is productive. After the Mastering Conflict class, I was more willing to share my opinions to reduce tension instead of sugarcoating the situation. This then led to more open dialogue and quicker resolutions.”

Since completing the program, Spoonholtz-Rosenbaum says she has gained more self-awareness and social awareness, which has allowed her to form new habits instead of being resistant to change. “I believe the skills and knowledge I gained from Leading EDGE have contributed to my success in more ways than I even know,” she says.

She highly encourages anyone interested in participating in the series to take the leap. “It is an opportunity to learn more about yourself, what you currently bring to the table, and how you can hone those skills to meet the needs of the current workforce.”



Communicating for Superior Teamwork: Managing Your Communication Style*

Organizations must find ways to work smarter and faster, relying more on the team's knowledge, skills, teamwork, and effective communication. What is the secret to helping teams perform at their best? The Leader. Their knowledge, skills, and abilities can transform an acceptable team into an exceptional one. Using the DiSC® Classic 2.0 profile, gain a better understanding of communication styles while expanding opportunities for team building.

Online assessment must be completed one week prior to the class start date.

Wed 1/15	8am–12pm	ID: 17358	Deadline: 1/1
Thu 1/23	1–5pm	ID: 17359	Deadline: 1/9
Wed 1/29	8am–12pm	ID: 17360	Deadline: 1/15

Principles of Authentic Leadership*

Authentic leadership is a powerful force that will help shape an organization's sustained success. Learn to demonstrate the five core leadership qualities to be your best and empower your team. You will also discover the principles for communicating effectively, providing open and honest feedback, and inspiring passion and confidence within your teams.

Wed 2/12	8am–12pm	ID: 17364	Deadline: 2/5
Thu 2/20	1–5pm	ID: 17365	Deadline: 2/13
Wed 2/26	8am–12pm	ID: 17366	Deadline: 2/19

Communication Excellence: Managing Performance with DiSC*

Using the Everything DiSC Workplace profile, explore the difference between your primary communication style and your leadership style. You will take a closer look into the dynamics of teams and gain actionable insights into the leader's responsibilities for adjusting your communication delivery to meet team member needs and preferences.

Online assessment must be completed one week prior to the class start date.

Wed 3/12	8am–12pm	ID: 17361	Deadline: 2/26
Thu 3/20	1–5pm	ID: 17362	Deadline: 3/6
Wed 3/26	8am–12pm	ID: 17363	Deadline: 3/12

Time Mastery Skills

The advantages of efficient time management go beyond doing more tasks during the workday. Understand how to best resolve the daily dilemma of too much to do and not enough time to do it. Learn to address this challenge by setting properly aligned goals, establishing priorities, planning and scheduling your time, and properly handling interruptions and procrastination.

Wed 4/9	8am–12pm	ID: 17367	Deadline: 4/2
Thu 4/17	1–5pm	ID: 17368	Deadline: 4/10
Wed 4/23	8am–12pm	ID: 17369	Deadline: 4/16

Providing Feedback That Works*

Feedback is information provided with a genuine desire to create an opportunity for improvement. It is delivered with the intent to improve a situation or an individual's performance, skills, or behaviors. Discover how to facilitate a productive conversation formed around a mutual understanding of the issue, problem-solving, and the collaborative development of a plan of action.

Wed 5/7	8am–12pm	ID: 17370	Deadline: 4/30
Thu 5/15	1–5pm	ID: 17371	Deadline: 5/8
Wed 5/21	8am–12pm	ID: 17372	Deadline: 5/14

Coaching: Developing Others*

A great leader knows they need to maximize the potential of each team member to have long-term success. Coaching is a collaborative partnership designed to build the skills and competencies for that success. Discover how to help the employee gain the self-confidence necessary to take on new challenges, problem solve and make effective decisions, and act with minimal input from the leader.

Wed 6/4	8am–12pm	ID: 17373	Deadline: 5/28
Thu 6/12	1–5pm	ID: 17374	Deadline: 6/5
Wed 6/18	8am–12pm	ID: 17375	Deadline: 6/11

Giving Recognition That Gets Results

Drive performance and improve productivity by recognizing and reinforcing good behaviors. Learn about the impact of recognition, the barriers to successful delivery, and the steps necessary for giving recognition that *gets results!* Demonstrate how to best tailor and deliver recognition to the recipient for optimal results.

Wed 7/9	8am–12pm	ID: 17376	Deadline: 7/2
Thu 7/17	1–5pm	ID: 17377	Deadline: 7/10
Wed 7/23	8am–12pm	ID: 17378	Deadline: 7/16

Negotiating Priorities and How to Say No

In today's workplace, leaders and their teams have far too many competing priorities to manage effectively. Explore and apply a set of skills and strategies to better manage requests for your time, effectively prioritize your work, stay focused on what's important, and learn to say NO to unreasonable requests.

Wed 8/6	8am–12pm	ID: 17379	Deadline: 7/30
Thu 8/14	1–5pm	ID: 17380	Deadline: 8/7
Wed 8/20	8am–12pm	ID: 17381	Deadline: 8/13

Delegating for Success

Delegation is a critical connection in the process between employees, their leaders, and results. Poor delegation negatively impacts productivity and leaves employees feeling frustrated and set up for failure. Learn to delegate in a way that builds employees' self-confidence, increases respect, enhances relationships, and gets results.

Wed 9/3	8am–12pm	ID: 17382	Deadline: 8/27
Thu 9/11	1–5pm	ID: 17383	Deadline: 9/4
Wed 9/17	8am–12pm	ID: 17384	Deadline: 9/10

Take Control: Reducing Email Stress and Overload

Do you feel like you could spend your entire day responding to incoming email messages and never catch up? Stop the overload of emails and learn practical tips and tricks to regain control of your email systems. Explore research-proven strategies for managing emails, minimizing interruptions, and utilizing all the tools built into your email program.

Wed 10/1	8am–12pm	ID: 17385	Deadline:9/24
Thu 10/9	1–5pm	ID: 17386	Deadline:10/2
Wed 10/15	8am–12pm	ID: 17387	Deadline:10/8

Leading Change at Every Level

The ability to lead change has become critical in today's unpredictable workplace environment. Traditionally, CEO's have shouldered the responsibility for implementing organizational change. However, corporate cultures have streamlined, and recent research shows that change is effectively implemented when it's lead by those it affects most directly. Learn how to understand and develop change leadership skills and behaviors, generate support for change efforts, and improve your ability to lead change.

Wed 10/29	8am–12pm	ID: 17388	Deadline:10/22
Thu 11/6	1–5pm	ID: 17389	Deadline:10/30
Wed 11/12	8am–12pm	ID: 17390	Deadline: 11/5

Mastering Conflict

All great and productive teams require conflict for them to grow. Teams that engage in constructive conflict know that the purpose is to produce the best solution in a short amount of time. Understand that conflict is a requirement and discover how to master conflict to bring out the positive changes it can produce.

Wed 12/3	8am–12pm	ID: 17391	Deadline:11/26
Wed 12/10	8am–12pm	ID: 17392	Deadline: 12/3
Thu 12/11	1–5pm	ID: 17393	Deadline: 12/4

Questions and Registration

REGISTER NOW:
parkland.edu/ceLead

CALL US: 217/351-2235

EMAIL US:
communityeducation@parkland.edu



MEET THE INSTRUCTOR

A successful business owner, corporate trainer, and former military officer, **Steven Welland** is in high demand for his facilitation and consulting services. Steven inspires individuals and organizations to reach their full potential, drive themselves to their unique differences, and to operate at their optimal level of performance. He is consistently rated “excellent” as participants learn to maximize productivity, performance, profitability, and opportunity. His clients include Ameren, Carle Foundation Hospital, Christie Clinic, DuPont, NCSA–UIUC, Regency Multi-Family, and US Army CERL. Steven has been a certified master trainer and corporate trainer for Parkland for more than 20 years, providing high energy training programs in leadership, customer service, effective communication skills, quality, and team development.