| Advanced Talent Development Certificate (ATDC) |
| --- |
| | Employee Name: | Certificate Start Date: |  | | --- | --- | --- | | Department: | Certificate Completion Date: |  | |

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| --- | --- | --- | --- | --- | --- | --- |
| **Date Completed:** | | **Employee Initial:** | | | **Course:** | |
|  |  |  |  |  | **Advanced Principles of Communication – Part 1: Authenticity** |
|  |  |  |  |  | **Advanced Principles of Communication – Part 2: Coaching** |
|  |  |  |  |  | **Creating a Violence Free Workplace** |
|  |  |  |  |  | **Enhancing Team Membership** |
|  |  |  |  |  | **Getting Things Done** |
|  |  |  |  |  | **Managing Stress & Workplace Accountability** |
|  |  |  |  |  | **The Role of the Lead Worker** |
|  |  |  |  |  | **Strategies for Achieving Work/Life Balance** |
|  |  |  |  |  | **Thriving on Change** |

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|  |
| Employee Signature |
|  |
| Supervisor Signature |
|  |
| Training Liaison Signature |
|  |
| Performance & Development Signature |

