

January 2012

■ THE ABC'S OF SUSTAINABLE TIME MANAGEMENT

Pamela Kristan, Author of *Awakening In Time: Practical Time Management for Those On a Spiritual Path*.

Date/Time: Thursday, January 12, 9:30am - 12:30pm
Location: Needham Library
Audience: All Staff
CEUs: Social Work/Licensed Mental Health Counseling/
Licensed Marriage & Family Therapy

The average person is interrupted once every eight minutes, which totals three hours of wasted time per day! If this sounds like your typical day, you are in good company. This seminar will provide you with hands-on practice dealing with distractions, priorities, procrastination, reminders and more. Becoming more effective at managing your time will not only help you to be more productive but will also help you reduce stress and achieve a sense of satisfaction.

■ VIOLENCE RISK ASSESSMENT IN YOUTH AND YOUNG ADULTS: RESEARCH-BASED STRATEGIES AND PRUDENT PRACTICES

Robert Kinscherff, Ph.D., J.D., Director of Forensic Studies and Director of the Concentration on Children and Families of Adversity and Resilience—Massachusetts School of Professional Psychology.

Date/Time: Friday, January 13, 9:00am - Noon
Location: Massachusetts Bay Community College, Wellesley, MA
Audience: Most appropriate for clinical staff, program managers & outreach staff. Space limited, registration is first come first serve
CEs/CEUs Pending: Social Work/Licensed Mental Health Counseling/
Marriage & Family Therapy/Nursing/Psychology

This workshop, which is co-sponsored by Riverside Community Care and MassBay Community College, provides an overview of research-based strategies for conceptualizing, assessing and responding to risk of violence towards others among youth and young adults. Research-based axioms regarding interpersonal violence and conceptualizations of "risk" provide a framework for understanding and assessing violence risk. A process of clinical assessment informed by empirically based assessment tools is described as the core of prudent "structured clinical judgment." This workshop relies upon case examples. Active participation by those attending is encouraged.

☆ MANAGEMENT OF SERVICES AND PROGRAMS AT RIVERSIDE

Dallas Gully, Associate Division Director, Behavioral Health Services; and Don Hughes, Associate Division Director, Community Living Services—Riverside Community Care.

Date/Time: Monday, January 30, 9:30am - 12:30pm
Location: Riverside Community Care, Dedham
Audience: Riverside Managers
CEUs: Social Work/Licensed Mental Health Counseling

This training will address the following aspects of service management: Riverside's system of care, service integration across programs and divisions, "customer" relations, ethics and boundaries, wellness/recovery and empowerment, and leadership.

Training offers different perspectives

RIVERSIDE COMMUNITY CARE 781.329.0909 www.riversidecc.org

February 2012

■ DBT SKILLS COACHING: VALIDATION, MINDFULNESS AND CRISIS SURVIVAL SKILLS

Trudy L. Good, Ph.D., Consulting Psychologist for the Melrose and Wakefield Community Based Flexible Support Teams, Riverside Community Care.

Date/Time: Wednesday, February 1, 9:30am - 12:30pm
Location: Needham Library
Audience: All Staff
CEs/CEUs Pending: Social Work/Licensed Mental Health Counseling/
Nursing/Licensed Marriage & Family Therapy/
Psychology

Participants will gain knowledge about the underpinning and core strategies of Dialectical Behavior Treatment (DBT). Validation, Mindfulness, along with Crisis Survival Skills, will be the focus of this training. Attendees will participate in role-plays for coaching practice.

☆ EMPLOYMENT LAW FOR MANAGERS

Janet Maund, Director of Employee Relations, Riverside Community Care.

Date/Time: Tuesday, February 7, 9:30am - 11:30am
Location: Riverside Community Care, Dedham
Audience: Riverside Managers
CEUs: Social Work

This session will provide a general overview of federal and state employment laws. Key topics include the Fair Labor Standards Act, Anti-discrimination Laws, Sexual Harassment, Family Medical Leave Act, and Worker's Compensation. Managers will gain basic knowledge of the employment laws that they may encounter in the day-to-day management of staff.

☆ HIRING TOP TALENT: SCREENING, INTERVIEWING AND REFERENCING

Katharine Seamans, Director of Recruitment, and Kristin Patel, Recruitment Specialist - Riverside Community Care.

Date/Time: Tuesday, February 7, Noon - 2:30pm
Location: Riverside Community Care, Dedham
Audience: Riverside Managers
CEUs: Social Work

How would you like to improve the quality of the people you hire? This can be accomplished through enhanced screening, interviewing and referencing practices. Managers will learn how to identify the most qualified candidates, assess the skills and abilities of candidates, and obtain complete and valid employment references.

■ YOUR VOICE CAN BE HEARD: EFFECTIVE ADVOCACY WITH LOCAL AND STATE GOVERNMENT

Scott M. Bock, President/CEO, Riverside Community Care.

Date/Time: Tuesday, February 28, 10:00am - Noon
Location: The Walker School, Needham
Audience: Staff and Individuals Served. Limit: 15
CEUs: Social Work/Licensed Mental Health Counseling/
Licensed Marriage & Family Therapy

You *can* have an effective voice with government leaders on issues that matter to you. An experienced advocate shares concrete strategies for ensuring that your views are heard by the right people and for exploring individual and collective action. Participants are encouraged to think creatively and share their own experiences.

Training inspires bright ideas



ADVANCE REGISTRATION IS NECESSARY FOR ALL TRAINING

Trainings are free to Riverside staff. To register, please email callen@riversidecc.org or call 781.320.5352

RIVERSIDE COMMUNITY CARE 450 WASHINGTON STREET, SUITE 201

MANDATORY CERTIFICATION AND HEALTHCARE TRAINING

Please note:

Healthcare Trainings are held at Riverside Community Care, 450 Washington Street, Dedham.

PRE-REGISTRATION IS NECESSARY.

To register for these trainings, call 781.320.5307

COMBINED ADULT CPR/FIRST AID

(10:00am - 4:00pm)
Wednesday, January 25
Tuesday, February 14
Tuesday, February 28

MEDICATION ADMINISTRATION RECERTIFICATION REVIEW

(4:30pm - 9:30pm)
Friday, January 6
Friday, February 3

MEDICATION ADMINISTRATION TRAINING

(9:00am - 5:00pm)
Saturday & Sunday, January 7 & 8
(9:00am - 5:00pm)
Saturday & Sunday, February 4 & 5

Testing for Medication Administration Recertification: Conducted by Riverside training, may be available during class time.

Training is the best investment you can make



CAREER OPPORTUNITIES

Riverside is always looking for talented staff. For more information regarding positions or to apply online, visit our website at www.riversidecc.org

Don't forget about Riverside's Employee Referral Bonus program! For more information please call Katie Seamans at 781.320.5355.

"Riverside Community Care is approved by the American Psychological Association to sponsor continuing education for psychologists. Riverside Community Care maintains responsibility for this program and its content."

TRAINING LOCATIONS

(Due to limited parking at some of the training sites, please consider car-pooling and allow extra time if you need to park at any of the alternative locations listed below.)

MASSACHUSETTS BAY COMMUNITY COLLEGE, Wellesley Hills Campus, 50 Oakland Street, Wellesley, 2nd Floor Library Atrium.

NEEDHAM PUBLIC LIBRARY - COMMUNITY ROOM, 1139 Highland Ave., Needham. Parking in Highland Ave. lot only.

RIVERSIDE COMMUNITY CARE, 450 Washington St., Suite 201, Dedham. Please utilize alternative free parking in municipal lot on Eastern Ave.

THE WALKER SCHOOL - ROCHE CENTER, 1968 Central Ave., Needham. Parking in the main lot.



e-learning spotlight

Check out this website for Free Microsoft Office Trainings: <http://office.microsoft.com/en-us/training-FX101782702.aspx>

These self-paced modules offer tips on versions 2003, 2007 & 2010 for Outlook, Word, Excel, PowerPoint and Access.

☆ Part of the Management Training Series

☺ Part of Riverside's Staff Wellness Initiative

Weather Cancellations: Call 781.329.0909 and press 8 for a recorded message.

To view the Riverside Training Calendar online, please go to: www.riversidecc.org and select: Careers; Training and Staff Development; and Training Series Calendar.

