



## The Connection

### Training & Professional Development Courses



# THE CONNECTION TRAINING CATALOG

**[1]** *Enrollment Information*

**[2]** *Membership Details*

**[3]** *The Institute for Innovative Practice*

## Clinical Best Practice Courses:

**[4]** *Mental Health First Aid*

**[5]** *Providing Care Through a Trauma-Informed Lens*

**[6]** *Best Practices for Treatment of Opioid Use Disorder*

**[7]** *Problem Gambling 101*

**[8]** *Youth Mental Health First Aid*

**[9]** *Creating Gambling Informed Systems of Care*

**[10]** *Serving Those Who Serve: Support for Veterans and Their Families*

**[11]** *Understanding Autism Spectrum Disorder*

**[12]** *Assessing & Managing Suicide Risk*

**[13]** *The Essentials of Treatment Planning*

**[14]** *Narcissistic Personality Disorder: Exploring Dual Trauma and Relational Impact*

**[15]** *Using Cognitive Reframing to Change Perspective*

Essential Direct Practice Skills and Microsoft Office Training Courses continued on next page.

# THE CONNECTION TRAINING CATALOG

## Essential Direct Practice Skills Courses:

**[16]** *The Art of the Case Note*

**[17]** *Mastering Professional Communication*

**[18]** *Unconscious Bias: Confronting Harmful Beliefs*

**[19]** *Professionalism: Cultivating Your Personal Brand in the Workplace*

**[20]** *Validation: The Essential Element of Empathic Communication*

**[21]** *Understanding Traumatic Stress in People Experiencing Homelessness*

**[22]** *The Art of Group Facilitation*

**[23]** *Personal Efficiency: Your Guide to Ultimate Productivity*

**[24]** *Emotional Intelligence for Human Services Providers*

**[25]** *Foundational Concepts of Client Engagement*

## Microsoft Office Training Courses:

**[26]** *Microsoft Excel Training Part 1: Getting Started With the Basics*

**[27]** *Microsoft Excel Training Part 2: Exploring Data & Creating Reports*

**[28]** *Microsoft Excel Training Part 3: Understanding Advanced Formulas and Creating Graphs*

Leadership Development Training, Special Topics in Community Justice, Special Topics for Domestic Violence Survivors, and The Successful and Accountable Nonprofit Courses continued on next page.

# THE CONNECTION TRAINING CATALOG

## Leadership Development Courses:

**[29]** *Transitioning From an Employee to Supervisor*

**[30]** *Team-Building: Cultivating Collaboration and Trust*

**[31]** *Performance Management*

**[32]** *Retention-Oriented Supervision*

## Special Topics in Community Justice Courses:

**[33]** *Improving Criminal Justice Outcomes Through a Trauma Informed Approach*

**[34]** *Using the Stages of Change Model to Promote Behavior Change*

**[35]** *Risk Need Responsivity Principles in Practice*

## Special Topics for Domestic Violence Survivors Courses:

**[36]** *Intimate Partner Violence: Exploring Female Violence*

**[37]** *Coercive Control: Identification and Best Practices for Supporting Survivors*

**[38]** *Considerations When Working With Underserved Victims of Domestic Violence*

**[39]** *Understanding the Effects of Family Violence Through a Trauma Lens*

## The Successful and Accountable Nonprofit Courses:

**[40]** *Keys to Writing Winning Grants*

**[41]** *How to Be an Excellent Brand Ambassador and Effective Networker*

**[42]** *Networking for Career Advancement*

**[43]** *Budgeting Basics for Nonprofit Organizations*

# Registration

Participants may register online at [theconnectioninc.org](https://theconnectioninc.org). Participants will receive a confirmation email once their registration is processed.

# Certificates of Attendance/CEUs

Participants will receive a certificate of attendance following the successful completion of the training. Where indicated, continuing education hours are available.

# Eligibility

All external parties are invited to participate in any session. Fees are as indicated by training. All Connection employees may attend training programs at no cost, regardless of position or program. Where agency requirements allow, employees should be encouraged to attend trainings other than those directly related to their present position, in order to foster professional growth and skill enhancement.

# Course Cancellation & Postponements

If a training is canceled, all participants will be notified no later than two days prior to the scheduled session. If The Connection is closed or has a delayed opening due to inclement weather, all training participants will be contacted regarding changes to the schedule.

# Scheduling

Participants may withdraw from individual courses at least five business days prior to the training to receive a credit. Cancellations made without adequate notification will not be refunded.

Training packages, series, and Mental Health First Aid courses are non-refundable.

Participants can withdraw from individual courses by contacting Nikita Joslyn, LMSW, Business Development Manager.

# Questions?

Contact Nikita Joslyn, LMSW,  
Business Development Manager  
at 860 343-5500 x2110





# Join us!

## Become a member of The Institute for Innovative Practice

*Receive unlimited training and professional development for one annual fee. No restrictions.*

### Individual Membership (\$399 Annual Membership)

#### **Exceptional**

Courses are curated and delivered by industry professionals, with a focus on the integration of evidence-based theory into actual practice.

#### **Cost Effective**

We provide a centralized training solution for busy human service providers. Recordings of all virtual training sessions are made available to members.

#### **Member-Focused**

We value your feedback and knowledge. Membership includes participation in learning community discussions to ensure the highest quality, most relevant training content.

### For Organizations

#### **Workforce Competence**

Provide your staff with the foundational knowledge and skills that result in optimal client outcomes.

#### **Retention**

Offer valued employees career development opportunities and develop your future leaders.

#### **Tracking**

Access biannual training utilization reports to protect your return on investment.



# The Institute for Innovative Practice

## Meet Your Mission

### *Put our 50 years of operations and business experience to work for your organization*

We understand the unique challenges that nonprofit organizations face to maximize the resources available to best carry out their missions. We share the lessons we have learned in the day-to-day operations of our own organization to help other organizations thrive.

The Connection has served more than 270 organizations in the past three years in training and consultation. This includes staff from universities, municipalities, other non-profits, and for-profit companies.

#### Training

Our trainings are curated and delivered by industry experts and are available virtually for convenience and safety.

- ▶ Essential Skills for Human Service Providers
- ▶ Clinical Best Practice
- ▶ The Successful and Accountable Nonprofit
- ▶ Community Justice
- ▶ The Science of Wellness
- ▶ Corporate Compliance
- ▶ Leadership Development
- ▶ Microsoft Office

**Don't see what you are looking for?** Tell us about your unique training needs! We can design training content to meet your specifications or provide programs we already have for your team at a date, time, and location convenient for you.

#### Consultation

Our team of professional consultants have the expertise to guide and support your organization in the following areas:

- ▶ Grant Writing
- ▶ Operations
- ▶ Capacity Building
- ▶ Project Management
- ▶ Development Strategy
- ▶ Communications Strategy
- ▶ Preparing Your Organization for Accreditation

**Contact us today to set up your first appointment.** All services begin with a free consultation so we can clearly understand your needs.



# Mental Health First Aid

Mental Health First Aid is a SAMHSA-endorsed, nationally recognized skill set designed to assist someone who is displaying signs of an emergent mental health problem or is experiencing an acute mental health crisis. This virtual course, designed for non-clinical audiences, will teach participants how to identify, understand, and respond to signs of mental illness or substance use disorders. Mental Health First Aid takes the fear and hesitation out of starting conversations about these complex issues through providing a simple, effective action plan that ensures a safe and empathic response to individuals in crisis. Participants receive certification from the National Council for Mental Wellbeing valid for 3 years.

**Attendees will be required to complete a 2-hour, self-paced online course, before participating in the Instructor-led session.**

March 16, 2022

June 15, 2022

April 22, 2022

July 11, 2022

May 21, 2022

August 10, 2022

---

**TIME**

9:00am – 1:30pm

---

**PRESENTER**

Nikita Joslyn, LMSW, Business Development Manager, The Connection

---

**COST: \$100**

**CONTINUING EDUCATION:** This training has been approved for 4.5 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).





## CLINICAL BEST PRACTICE COURSE

# *Providing Care Through a Trauma-Informed Lens*

This comprehensive training provides an in-depth exploration of the art and science of trauma-informed care. Key topics include understanding trauma as a universal human experience, viewing challenging behavior as the communication of a need, the importance of self-awareness and self-care for providers, and making the helping process a true collaboration through building safety and trust. The second day of the course will teach best practices for verbal crisis management, with a focus on engagement as the key to early intervention and de-escalation.

**Participants must attend both days to complete the course successfully.**

March 23 & 24, 2022

June 28 & 29, 2022

April 19 & 20, 2022

July 21 & 22, 2022

May 18 & 19, 2022

August 24 & 25, 2022

### TIME

9:30am – 12:30pm

### PRESENTER

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

### COST: \$90

**CONTINUING EDUCATION:** This training has been approved for 6 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Best Practices for Treatment of Opioid Use Disorder

This workshop will present an evidence-based overview of the dynamics and effective treatment of Opioid Use Disorder. Topics covered will include the classification of opioids; indicators and risk factors for opioid misuse; and strategies to promote prevention, treatment and recovery. Medication Assisted Treatment will be addressed, as well as therapeutic interventions to promote whole person wellness.

---

**DATE**

April 1, 2022

---

**TIME**

9:00am – 12:00pm

---

**PRESENTER**

Aleksandra Slaski, LPC, Associate Director,  
The Connection Center for Behavioral Health & Women's REACH Programs  
Alison Friar, LMFT, Director of Clinical Development, The Connection

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for  
3 Continuing Education Credit Hours by the National Association of  
Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# ***Problem Gambling 101***

Often called “the hidden addiction,” problem gambling is a progressive disorder that often goes unnoticed until the cumulative financial and emotional effects result in criminal activity or a mental health crisis. While many people enjoy the fun and excitement of occasional gambling, problem gambling is an addiction with the potential to devastate the lives of individuals and families, hijacking brain functioning just as surely as alcohol and drugs. This course will discuss the underlying risk factors, identification, and treatment of problem gambling disorder.

---

**DATE**

April 8, 2022

---

**TIME**

9:30am – 11:00am

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection  
Olivia Whittle, LMSW, Center for Behavioral Health Clinician

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 1.5 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Youth Mental Health First Aid

Youth Mental Health First Aid teaches participants how to identify, understand, and respond to signs of mental illness and substance use disorders in youth. This virtual training gives adults who work with youth the skills they need to reach out and provide initial support to children and adolescents who may be developing a mental health or substance use problem and help connect them to the appropriate care. Participants receive certification from the National Council for Mental Wellbeing valid for 3 years.

**Attendees will be required to complete a 2-hour, self-paced online course, before participating in the Instructor-led session.**

April 7, 2022

June 10, 2022

August 26, 2022

---

**TIME**

9:00am – 1:30pm

---

**PRESENTER**

Nikita Joslyn, LMSW, Business Development Manager, The Connection

---

**COST: \$100**

**CONTINUING EDUCATION:** This training has been approved for 4.5 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Creating Gambling Informed Systems of Care

Problem gambling affects approximately 10 million adults, making it not only a psychiatric illness as identified in the DSM-V but a social issue as well. The intersectionality of PG with substance abuse, mental health disorders and criminal activity necessitates that human service organizations and practitioners develop the skills to identify and treat this serious condition. This course will view PG from a systems perspective, outlining a model for integrating identification, screening and assessment into existing service models. Treatment and referral resources will also be covered.

---

**DATE**

May 11, 2022

---

**TIME**

9:30am – 11:00am

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection  
Olivia Whittle, LMSW, Center for Behavioral Health Clinician

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 1.5 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# *Serving Those Who Serve: Support for Veterans and Their Families*

Many professionals will work with individuals who have served in the military, or the people supporting them. The multiple challenges faced by veterans in reintegrating themselves into their families and communities following service are now widely recognized as a public health issue. This training will focus on the unique needs of veterans and their support network. Topics to be covered include understanding military culture, Post Traumatic Stress Disorder in individuals returning from combat, traumatic brain injury, and suicide prevention. Participants will be given behavioral health and other community resources to support our veterans and their loved ones.

**This course fulfills the continuing education requirement for training in Veteran Services.**

---

**DATE**

June 1, 2022

---

**TIME**

9:30am – 11:30am

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$50**

---

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).





# Understanding Autism Spectrum Disorder

Autism Spectrum Disorders (ASD), once considered rare, are a group of neurodevelopmental conditions characterized by challenges with communication and social interactions affecting approximately one in 44 children and over 5.4 million adults in the United States. Early identification of an ASD will help ensure that individuals receive the services they need to live fulfilling lives, regardless of the severity of the condition or life stage, with maximum independence. This course will discuss the continuum of conditions covered under ASD and explore the supports and treatment approaches of proven effectiveness.

---

**DATE**

June 9, 2022

---

**TIME**

9:30am – 11:30am

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Assessing & Managing Suicide Risk

In our work with vulnerable client populations, it is not uncommon for clients to express suicide ideation or intent. This training will provide an evidence-based framework for evaluating suicide risk, and guidelines for responding in an effective, empathic manner. Topics covered will include recognizing the risk and protective factors for suicide, using structured screening and assessment tools to drive decision-making, and learning supportive interview strategies to enhance trust and safety. This training will prepare participants to support those in crisis with confidence and in accordance with best practice guidelines, protecting clients, your organization, and you as a service provider.

---

**DATE**

June 16, 2022

---

**TIME**

1:00pm – 3:00pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$55**

---

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# *The Essentials of Treatment Planning*

Treatment plans are the road maps driving the process of meaningful behavioral change. One of the major challenges for clinicians is creating a clear plan that has person-centered goals, broken down into achievable steps that move the client forward and instill hope. In this training we will review the function of treatment planning in behavioral health and outline the essential elements of a clinical treatment plan. Evidence-based theoretical orientations including Motivational Interviewing and Cognitive Behavioral Therapy will be highlighted as effective strategies to facilitate collaborative therapeutic relationships that sustain client engagement and ensure ongoing progress.

---

**DATE**

September 9, 2022

---

**TIME**

9:00am – 12:00pm

---

**PRESENTER**

Aleksandra Slaski, LPC, Associate Director,  
The Connection Center for Behavioral Health & Women's REACH Programs

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for  
3 Continuing Education Credit Hours by the National Association of  
Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# *Narcissistic Personality Disorder: Exploring Dual Trauma and Relational Impact*

Personality disorders are among the most challenging conditions for clinicians to treat and can cause significant problems in interpersonal relationships. Narcissism occurs along a continuum, from meeting the diagnostic criteria of Narcissistic Personality Disorder (NPD), to individuals exhibiting narcissistic personality traits. This course will explain the defining behavioral and characterological aspects of narcissism, distinguishing NPD from antisocial personality disorder, and will present the latest research on its etiology and treatment. We will also discuss the dynamics of relationships with individuals with NPD, and ways to maintain healthy boundaries.

---

**DATE**

July 14, 2022

---

**TIME**

9:30am – 11:30am

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Using Cognitive Reframing to Change Perspective

The way we view what we are experiencing can exacerbate our stress or minimize it. Cognitive reframing is a psychological technique that consists of identifying and changing the way we perceive situations, experiences, and emotions. Reframing is a strategy that enables us to intentionally alter our perceptions of life challenges, significantly relieving stress and creating a more emotional positive response before making any changes in our circumstances. This training will give service providers specific techniques to help clients identify and challenge distorted thinking and promote growth.

---

**DATE**

August 12, 2022

---

**TIME**

9:00am – 1:00pm

---

**PRESENTER**

Aleksandra Slaski, LPC, Associate Director,  
The Connection Center for Behavioral Health & Women's REACH Programs

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for 4 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# *The Art of the Case Note*

“If it’s not documented, it didn’t happen.” The accurate and timely recording of work with clients is an essential skill in the human services and an important indicator of effective case planning, but writing a good case note is not as easy as it may seem. This workshop will give participants the knowledge they need to produce documentation that is professional in both tone and content, providing a thorough record of client progress, and the role of the practitioner in facilitating change.

---

**DATE**

March 15, 2022

---

**TIME**

1:00pm – 3:00pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).





# Mastering Professional Communication

Clear communication – the ability to accurately convey ideas to colleagues and clients – is a critical skill in the helping professions. An essential component of effective communication is understanding that everyone has a unique communication style, and that problems and misunderstandings can arise when styles clash. This training will teach participants how to recognize and effectively work with, not against, any communication style, greatly enhancing our efficiency, effectiveness, and our ability to empathize with others.

---

**DATE**

March 31, 2022

---

**TIME**

9:30am – 11:30am

---

**PRESENTER**

Nikita Joslyn, LMSW, Business Development Manager, The Connection

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Unconscious Bias: Confronting Harmful Beliefs

Practitioner self-awareness is a hallmark of an effective human services provider. The ability to reflect on one's behavior and emotional reactions is a necessary component of quality client care and practitioner self-care. This course will be an opportunity for each participant to explore the unique values, motivations, and attitudes that underly their professional behavior with clients. Case studies will highlight the harm that can arise from unconscious bias. Strategies will also be presented for ensuring a truly collaborative, non-judgmental relationship with those we serve.

---

**DATE**

April 27, 2022

---

**TIME**

9:30am – 12:00pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for 2.5 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# *Professionalism: Cultivating Your Personal Brand in the Workplace*

Some of the most important professional skills are never formally taught - we learn them by trial and error. While many social service trainings address effective communication with clients, the skill of interfacing with other professionals is equally important but rarely the focus until a problem or misunderstanding occurs. Maintaining positive relationships with funders, supervisors, and colleagues hinges on our ability to communicate respectfully and effectively through digital, oral, and written means. This course will teach participants the skills of professional communication that will present you and your organization in the best possible light.

---

**DATE**

May 3, 2022

---

**TIME**

9:30am – 11:30am

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$55**

---



# Validation: The Essential Element of Empathic Communication

Validation is the cornerstone of reflective listening and a key skill for crisis de-escalation. Often it is relegated to a brief acknowledgement of the obvious by restating the concern expressed and adding “but” to the end of the phrase. That addition of “but”, whether spoken or unspoken, effectively stops communication in its tracks and sends the message that we are not really listening. This course will offer a validation boot-camp, taking a deep dive into the communication skill that gives clients the direct experience of being heard. We will clarify exactly what we are validating, explore our reluctance to spend more time on this vital step, and hone the critical skill of listening to understand. This course will enable participants to be the worker who is safe, non-judgmental, and solution-focused and instills hope and sparks the process of change.

---

**DATE**

May 27, 2022

---

**TIME**

9:30am – 11:30am

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$55**

---

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Understanding Traumatic Stress in People Experiencing Homelessness

The loss of one's home is extraordinarily traumatic, and often leads to a host of secondary traumatic experiences for individuals and their families. Sleeping on the street, in an abandoned building or car, in a shelter, or a series of temporary homes results in extreme vulnerability, loss of control, and feelings of hopelessness. Past traumatic life experiences greatly compound the stress of homelessness. This training will explore the unique traumatic impact of homelessness on adults and children. Practitioners will learn how to recognize trauma-based reactions in their clients, and how to implement trauma-informed strategies for supporting people experiencing housing instability.

---

**DATE**

June 2, 2022

---

**TIME**

1:00pm – 3:30pm

---

**PRESENTER**

Nikita Joslyn, LMSW, Business Development Manager, The Connection

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for 2.5 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# *The Art of Group Facilitation*

This course will discuss the fundamental concepts of effective group facilitation, and the natural stages of a group from inception to termination. Participants will learn the mechanisms by which groups facilitate change, how to set group and individual goals, how to understand the roles of group members, and strategies to maintain strong group cohesion. We will also discuss the dynamics of open vs. closed-ended groups, and techniques for managing challenging behavior.

---

**DATE**

July 7, 2022

---

**TIME**

9:30am – 12:30pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for 3 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).





# *Personal Efficiency: Your Guide to Ultimate Productivity*

Have you ever wondered whether you could be doing your work more efficiently? Optimizing your organizational skills will result in greatly enhanced productivity, reduced daily stress, and ultimately improved job performance and satisfaction. Through increasing your personal and professional awareness, you will learn to create clear and focused goals, reduce time-wasting tasks, prioritize and manage demands, and make the best use of your time, so you are able to work smarter, not harder.

---

**DATE**

July 13, 2022

---

**TIME**

1:30pm – 3:30pm

---

**PRESENTER**

Maria Dezi, MPH, Administrative Director for the Supportive Housing Programs,  
The Connection

---

**COST: \$55**

---



# *Emotional Intelligence for Human Services Providers*

Emotional intelligence is widely recognized as an invaluable skill that enhances communication, leadership, problem-solving, and relationships in the workplace. Individuals with a high level of emotional intelligence are better able to regulate their emotional responses, recognize when others are becoming dysregulated, and respond appropriately and tactfully to challenging situations. Importantly, this is a skill that can be improved with training and practice. In this training, participants will explore the relationship between emotions, feelings, and behavior, and learn strategies for modulating our emotional reactions to ensure optimal functioning in our professional roles.

---

**DATE**

July 27, 2022

---

**TIME**

9:30am – 12:30pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$70**

---

**CONTINUING EDUCATION:** This training has been approved for 3 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Foundational Concepts of Client Engagement

Our work in the human services field is primarily accomplished through relationships. The ability to authentically connect with a client is the factor that most significantly contributes to successful outcomes.

This training will explore the basic elements of client engagement and offer participants the opportunity to practice techniques that will create the conditions for a positive, collaborative relationship with clients.

Topics covered include reflective listening, building rapport, enhancing client motivation and managing conflict in the helping relationship.

---

**DATE**

August 31, 2022

---

**TIME**

9:30am – 12:30pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for 3 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Microsoft Excel Training Part 1: Getting Started With the Basics

Microsoft Excel is a powerful tool essential for managing and presenting data in today's metrics-driven world. At some point in everyone's career, it is likely that they will be required to create, interpret, or enter data onto a Microsoft Excel spreadsheet. In this entry-level Microsoft Excel training course, participants will learn the following topics:

- ▶ Data entry and navigation
- ▶ Adding columns and rows
- ▶ Copying and creating new sheets
- ▶ Sorting and filtering data
- ▶ Creating and formatting tables
- ▶ Cleaning and reformatting or reorganizing data

---

**DATE**

June 14, 2022

---

**TIME**

1:00pm – 4:00pm

---

**PRESENTERS**

Susan Phillips, PhD, Director of Quality Assurance, The Connection  
Elissa Viglione, M.S., Quality Improvement Specialist, The Connection

---

**COST: \$75**

---



# Microsoft Excel Training Part 2: Exploring Data & Creating Reports

Microsoft Excel is a powerful tool essential for managing and presenting data in today's metrics-driven world. Being able to perform basic functions and create charts/graphs for reports is a crucial function of many professionals. In this intermediate excel session, participants will learn the following topics:

- ▶ Review data tools: text-to-columns and eliminating duplicates
- ▶ Printing from Excel (or creating PDFs)
- ▶ Using formulas to clean and restructure data:
  - ▶ TRIM
  - ▶ CONCATENATE/CONCAT
  - ▶ LEFT/RIGHT/MID
- ▶ Using basic computational formulas including:
  - ▶ SUM
  - ▶ AVERAGE, MEDIAN, MODE
  - ▶ DATEDIF
- ▶ Creating basic graphs
  - ▶ Bar graph
  - ▶ Pie chart
- ▶ Introduction to Pivot Tables to explore data and answer questions

---

**DATE**

July 12, 2022

---

**TIME**

1:00pm – 4:00pm

---

**PRESENTERS**

Susan Phillips, PhD, Director of Quality Assurance, The Connection  
Elissa Viglione, M.S., Quality Improvement Specialist, The Connection

---

**COST: \$75**

---



# Microsoft Excel Training Part 3: Understanding Advanced Formulas and Creating Graphs

This advanced Excel training course builds on parts 1 and 2 and is designed specifically for spreadsheet users who are already proficient and want to take their skills to the next level. In this advanced excel session, participants will review methods for data analysis including:

- ▶ Review of tools for working with data
  - ▶ Conditional formatting
  - ▶ Data validation and locking cells
  - ▶ Extracting substrings (LEFT, RIGHT, MID, FIND)
- ▶ Working with dates in spreadsheets and pivot tables
  - ▶ Date math in spreadsheets
  - ▶ Isolating data in pivot tables by year, quarter, month
- ▶ Formulas and Function:
  - ▶ IF/THEN
  - ▶ COUNTIF
  - ▶ VLOOKUP
  - ▶ Reference to fixed vs. relative cells using F4 key
  - ▶ Understanding and addressing formula errors
  - ▶ Macros
  - ▶ CORREL (Calculation statistical correlation)
- ▶ Creating different kinds of graphs

---

**DATE**

August 23, 2022

---

**TIME**

1:00pm – 4:00pm

---

**PRESENTERS**

Susan Phillips, PhD, Director of Quality Assurance, The Connection  
Elissa Viglione, M.S., Quality Improvement Specialist, The Connection

---

**COST: \$75**

---





# *Transitioning From an Employee to Supervisor*

Moving into a supervisory position means meeting new challenges, taking on new responsibilities, and mastering new skills. This training will discuss the crucial aspects of becoming a new supervisor, which include effective communication, building trust and gaining respect, motivating others to achieve results, and developing your management style. What you learn in this class will arm you with a powerful new set of skills, strategies, and techniques for dealing with the new encounters you will face as you take on your new position and move forward in your career.

---

**DATE**

April 28, 2022

---

**TIME**

9:00am – 11:30am

---

**PRESENTER**

Nikita Joslyn, LMSW, Business Development Manager, The Connection

---

**COST: \$75**

---



# Team-Building: Cultivating Collaboration and Trust

Supervisors are responsible for the individual contributions of their staff members but facilitating collaboration among staff is equally important. The ability to create a team that works effectively toward shared goals is a critical management competency. This module will teach new supervisors the skills of integrating new members into the team, enhancing communication, building and maintaining trust, cultivating positive motivation, and managing conflict on the team.

---

**DATE**

June 17, 2022

---

**TIME**

9:00am – 12:00pm

---

**PRESENTER**

Nikita Joslyn, LMSW, Business Development Manager, The Connection

Alison Friar, LMFT, Director of Clinical Development for The Connection

---

**COST: \$75**

**CONTINUING EDUCATION:** This training has been approved for 3 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Performance Management

Performance management is an ongoing process of communication and feedback between supervisors and employees. Role clarity, setting clear expectations, and developing standards for evaluation are critical supervisory skills. This training will explore the continuum of supervisory activities from coaching and providing feedback, to progressive discipline and managing difficult conversations. The emphasis will be on identifying and addressing performance issues as early as possible to support staff in their efforts to make positive change.

---

**DATE**

July 15, 2022

---

**TIME**

9:00am – 12:00pm

---

**PRESENTER**

Teresa Ferraro, LPC, Director of Behavioral Health Services, The Connection

Alison Friar, LMFT, Director of Clinical Development, The Connection

---

**COST: \$75**

---



# Retention-Oriented Supervision

Employees are the most valuable asset of any organization. While retention is a systemic issue usually relegated to HR departments, program culture and management practices have a significant impact on employee morale and well-being. There is enormous potential in the supervisory role to create program environments that keep staff engaged, stimulated, and deeply invested in the mission of the organization. This session will focus on the continuum of staff care and client care through the role of the supervisor. Participants will learn how leaders can create high-functioning program cultures in which staff feel effective in their roles and truly valued, which in turn creates the conditions for organizational stability and optimal client outcomes.

---

**DATE**

August 16, 2022

---

**TIME**

1:00pm – 3:00pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$65**

---

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Improving Criminal Justice Outcomes Through a Trauma Informed Approach

There is general consensus that high percentages of justice-involved women and men have experienced serious trauma throughout their lifetime. The reverberating effects of trauma experiences can challenge a person's capacity for recovery and pose significant barriers to accessing services, often resulting in an increased risk of coming into contact with the criminal justice system. Trauma-informed criminal justice responses can help to avoid re-traumatizing individuals, and thereby increase safety for all, decrease recidivism, and promote and support recovery of justice-involved women and men with serious mental illness. Partnerships across systems can also help to link individuals to trauma-informed services and treatment for trauma. This highly interactive training is specifically tailored to community-based criminal justice professionals.

Participants who complete this course are awarded SAMHSA's GAINS certificate. SAMSHA's GAINS Center for Behavioral Health and Justice Transformation, operated by Policy Research Associates, Inc., is known nationally for its work in regard to people with behavioral health needs involved in the criminal justice system.

---

**DATE**

May 25, 2022

---

**TIME**

9:00am – 1:00pm

---

**PRESENTER**

John Watts, MA, CCJP, Adult Probation Officer II, State of CT New Haven Supervision

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for 4 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Using the Stages of Change Model to Promote Behavior Change

The Stages of Change model (also called The Transtheoretical Model) focuses on the decision-making process of individuals and assessing their readiness to make significant behavioral changes. The model is used extensively in the behavioral health field, particularly with individuals struggling with substance use disorders. Understanding an individual's readiness to change can help foster a therapeutic alliance and promote motivation, as well as guiding the choice of appropriate treatment strategies. This training will provide human service professionals with the basic concepts and tools needed to effectively use the Stages of Change model when working with clients to make positive life changes.

---

**DATE**

July 28, 2022

---

**TIME**

9:30am – 12:00pm

---

**PRESENTER**

Nikita Joslyn, LMSW, Business Development Manager, The Connection

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for 2.5 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# ***Risk Need Responsivity Principles in Practice***

Risk-Need-Responsivity is one of the most studied and well-known theories of addressing criminogenic behavior, but one of the most challenging to meaningfully implement. This pivotal model focuses on using data-driven methods to match supervision level to assessed risk, providing treatment that directly addresses identified criminogenic need, and facilitating full and meaningful program participation by adapting treatment to individual characteristics. This training will translate theory into practice, with tools to enhance program and practitioner effectiveness that will result in optimal outcomes for our justice-involved clients.

---

**DATE**

August 4, 2022

---

**TIME**

9:30am – 11:30am

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$70**

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# ***Intimate Partner Violence: Exploring Female Violence***

How prevalent is women's intimate partner violence and how does it compare to the prevalence of men's intimate partner violence? This training provides an overview of domestic violence when women have been identified as the aggressor. This training will explore the female victim as a perpetrator of intimate partner violence, the isolated vs. patterned use of violence by women, why women use violence, and the use of violence as self-defense. In addition, participants will learn how to interview women to determine if they are the true primary perpetrator in a domestic violence incident.

---

**DATE**

March 9, 2022

---

**TIME**

10:00am – 12:00pm

---

**PRESENTER**

Linda Blozie, Director of Training and Prevention,  
CT Coalition Against Domestic Violence

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).





# Coercive Control: Identification and Best Practices for Supporting Survivors

Coercive control is part of an ongoing range of abusive tactics which go beyond the physical violence usually associated with domestic violence situations, even though physical abuse may be present. Through this training, participants will learn about the definition of coercive control, the nature of coercive and controlling behavior vs. other methods of control, how to identify coercive control, and best practices for supporting victims of coercive control.

---

**DATE**

April 6, 2022

---

**TIME**

10:00am – 12:00pm

---

**PRESENTER**

Linda Blozie, Director of Training and Prevention,  
CT Coalition Against Domestic Violence

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for  
2 Continuing Education Credit Hours by the National Association of  
Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Considerations When Working With Underserved Victims of Domestic Violence

While the impact of domestic violence crosses all social, economic, and racial lines, there are unique considerations when working with underserved victims. Underserved victims often face a lack of culturally appropriate services as well as prevention and supportive resources in diverse languages. Underserved victims may experience multiple forms of oppression, making for complex situations that professional systems are not always prepared to address. In turn, some victims may be reluctant to reach out for help. This training will explore the different aspects and considerations when working with underserved victims. Through this training, participants will learn about considerations when working with different underserved populations including people of color, immigrants and refugees, lesbian, gay, bisexual, transgender and queer (LGBTQ) victims, people with disabilities and Deaf victims, and the impact of trauma and institutionalized oppression on underserved and marginalized victims.

---

**DATE**

May 10, 2022

---

**TIME**

10:00am – 12:00pm

---

**PRESENTER**

Linda Blozie, Director of Training and Prevention,  
CT Coalition Against Domestic Violence

Kait Belton, Clinical Director for Safe Connect,  
CT Coalition Against Domestic Violence

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Understanding the Effects of Family Violence Through a Trauma Lens

Many trainings on the effects of violence are approached from a medical model, with behavioral and emotional sequelae characterized in terms of physiological and psychiatric categories (physical harm, depression, anxiety, etc.). A trauma-informed approach includes that perspective but offers a much richer and more nuanced understanding of the ways that chronic victimization/exposure to violence alters the nervous system, as well as one's basic worldview. This is especially important for helpers to understand: the behaviors that keep families safe are often the very same behaviors that make the helping process so challenging and contribute greatly to burnout and compassion fatigue. This training will focus on the most common trauma-based beliefs and behaviors of victims of violence. We will discuss strategies to enhance engagement, and also address care for the caregiver.

---

**DATE**

September 2, 2022

---

**TIME**

10:00am – 12:00pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$55**

**CONTINUING EDUCATION:** This training has been approved for 2 Continuing Education Credit Hours by the National Association of Social Workers, CT (NASW) and Connecticut Certification Board (CCB).



# Keys to Writing Winning Grants

This course will demystify the grant writing process, providing clear guidelines for presenting your project to funders in the most compelling way possible to increase your chances of success. Topics covered will include how to tell your story, matching your project with the funder's mission, demonstrating evidence-based need, and learning how to design a logic model based on your theory of change. The skills learned in this course have wide applicability outside the realm of grant writing, including developing a data orientation in your work, writing SMART goals, and presenting ideas for projects to funders, boards, and communities in a professional manner.

---

**DATE**

May 26, 2022

---

**TIME**

1:00pm – 2:30pm

---

**PRESENTER**

Michele Klimczak, MA, LMSW, Director of Training & Grant Management, The Connection

---

**COST: \$60**

---



# *How to Be an Excellent Brand Ambassador and Effective Networker*

It isn't always easy to work a room. This training will give you the confidence to comfortably connect with colleagues and supporters with purpose. Participants will learn best practices for representing themselves and their company at community events, etiquette for social interactions, and review successful approaches for networking events.

---

**DATE**

June 30, 2022

---

**TIME**

10:00am – 11:30am

---

**PRESENTER**

Allison DeBlasio, Director of Communications & Development, The Connection

---

**COST: \$60**

---



# Networking for Career Advancement

When we invest in networking by establishing, building, and nurturing long-term, mutually beneficial relationships with the people we meet, we can use those relationships to grow, learn and advance our professional lives. Join us for this course to learn more about how to deepen your professional relationships, widen your network by meeting new people, and how to leverage your network to gain access to the necessary resources that will foster your career development.

---

**DATE**

July 20, 2022

---

**TIME**

11:00am – 12:30pm

---

**PRESENTER**

Allison DeBlasio, Director of Communications & Development, The Connection

---

**COST: \$60**

---



# Budgeting Basics for Nonprofit Organizations

Effective budgeting is critical for planning and operating the business of your nonprofit organization. Learn how to create and monitor a detailed budget aligned with your organization's strategic goals. This course will introduce the fundamental elements needed to successfully prepare, monitor and conclude a variety of different types of budgets. \*Note, this course is designed for non-finance staff tasked with budget related duties.

This course will cover the following topics:

- ▶ Understanding your funding and budget
- ▶ Developing (and maintaining) essential collaboration & working relationships
- ▶ Coordinating activities across departments and programs to ensure execution
- ▶ Forecasting income and expenditure (aka profitability)
- ▶ Identifying variable costs vs. fixed costs
- ▶ Understand purpose and causes of budget variances (and how to use as a tool for planning)
- ▶ Reconciling a budget at the conclusion of a fiscal year or special project
- ▶ Using your budget as a decision-making tool

---

**DATE**

August 17, 2022

---

**TIME**

10:00am – 12:00pm

---

**PRESENTER**

Allison DeBlasio, Director of Communications & Development, The Connection

Maria Dezi, MPH, Administrative Director for the Supportive Housing Programs, The Connection

---

**COST: \$60**

---



**The Institute for Innovative Practice**  
at The Connection can partner with you  
to create professional development courses  
that are specific to your organizational needs.

Please contact Director of Training and Practice,  
**Michele Klimczak**, MA, LMSW, for more information:

860 343-5500 x1051  
[mklimczak@theconnectioninc.org](mailto:mklimczak@theconnectioninc.org)



[theconnectioninc.org/  
training-courses-  
spring-summer-2022](https://theconnectioninc.org/training-courses-spring-summer-2022)

