

# Belize Institute of Management (BIM)



## September – December 2021 seminars

### *September*

Supervision I: The New Supervisor – September 14-16 \$371.25  
Everyone's Public Relations Role– September 28-29 \$337.50

### *October*

Supervision II: Advanced Management Skills for Supervisors – October 5-7 \$371.25  
Dealing with Difficult People – October 13-14 \$180.00  
Effective Telephone Skills – October 17 \$180.00  
Motivating Others – October 19 \$180.00  
The Power of Customer Service – October 26-27 \$337.50

### *November*

Work Ethics – November 2 \$180.00  
Bringing Out the Leader in You – November 4 \$180  
Managing and Resolving Conflict – November 9-10 \$337.5  
Problem Solving and Decision Making– November 16-17 \$337.25  
Developing High Performance Teams– November 23-23 \$337.50

### *December*

Interpersonal Skills – December 14-15 \$337.50

Call (223-3055), email ([bimbelize@gmail.com](mailto:bimbelize@gmail.com)), website ([bimbelize.org](http://bimbelize.org)) for more information!

*Have a safe Independence day!*



*Postponed due to Covid Rise*