

ABC Keystone Education Opportunity Listing



Keystone Chapter

Current Education Opportunities	Type	Class Start Dates:	Class Time:	Preferred Registration Deadline
Qualitative Fit Test Training	Safety	10/02/18	7:30 am - 11:30 am	9/25/18
Managing & Protecting Your Online Reputation No Cost Spotlight Seminar *Held at The Cork Factory	Professional Development	10/3/18	7:30 am - 8:00 am Hot breakfast served & registration, 8:00 am - 9:00 am presentation	9/26/18
“Understanding the Construction Process – From Inception to Completion.” Build a Strong Foundation of Knowledge for your team - <i>The Series</i>	Construction and Trade Related	October 4, 18, November 1, 15, 29, December 13, 2018, January 10, 24, 2019	8:00 am - 11:00 am	9/27/18
Overview: “Understanding the Construction Process – From Inception to Completion.” Construction Industry	Construction and Trade Related	10/4/18	8:00 am - 11:00 am	9/27/18
Field Engineering: <i>Hands on Field Labs and Classroom activities & learning</i>	Construction and Trade Related	October 10, 13, 17, 20, 25, 2018	Week-nights: 7:00 pm - 9:30 pm - Saturdays: 8:00 am - 11:00 am 12:00 pm - 4:00 pm on October 11th & 7:30 am - 4:00 pm on October 12th, 2018	10/3/18
Fundamentals of Crew Leadership	Leadership	October 11 & 12, 2018	October 11th & 7:30 am - 4:00 pm on October 12th, 2018	10/4/18
Leon E. Wintermyer, Inc. Customized: Leadership Development Skills for: Communication, Leadership, and Poise on the Job - Communications I	Customized	October 11, November 8, December 13, 2018	3:00 pm - 5:00 pm	
Providing Quality Customer Service: Taking Care of Your Customers...Before someone else does!	Professional Development	10/17/18	8:00 am - 11:00 am	10/10/18
Coaching Employees and Performance Feedback and Appraisal: Human Resource Management Academy session	Human Resource	10/17/18	8:00 am - 10:00 am	10/10/18
Project Development: “Understanding the Construction Process – From Inception to Completion.”	Construction and Trade Related	10/18/18	8:00 am - 11:00 am	10/11/18
OSHA 10 Hour Construction	Safety	Oct. 18 & 19, 2018	12:00 pm - 5:30 pm	10/11/17
The CEO Roundtable (CEO / Owners / Executive Leadership)	Leadership	10/25/18	7:30 am - 10:00 am	10/18/18
Structural Engineers: Why We Do What We Do	Construction and Trade Related	October 25 and November 1, 2018	1:00 pm - 4:00 pm	10/18/18
Communications: Superintendent Training Program	Leadership	November 1, 15, December 6, 2018	7:30 am - 4:00 pm	10/25/18
Construction Design Documents & Technical Specifications: “Understanding the Construction Process – From Inception to Completion.”	Construction and Trade Related	11/1/18	8:00 am - 11:00 am	10/25/18
Rough Terrain Forklift Certification Training	Safety	11/02/18	7:30 am - 12:00 pm	10/26/18

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Fundamentals of Crew Leadership	Leadership	November 8 & 9, 2018	12:00 pm - 4:00 pm on November 8th & 7:30 am - 4:00 pm on November 9th, 2018	11/1/18
Leon E. Wintermyer, Inc. Customized: Leadership Development Skills for: Communication, Leadership, and Poise on the Job - Communications II	Customized	November 8, December 13, 2018	3:00 pm - 5:00 pm	
Developing an Effective Employee Handbook: <i>Be Fair, Consistent, and be Legal!</i>	Human Resource	11/13/18	7:30 am - 9:30 am	11/6/18
Leadership Development: The Series: Monthly sessions - November - June 2019	Leadership	November 13, December 11, 2018; January 8, February 12, March 12, April 9, May 14, June 11, 2019	8:00 am - 10:00 am	11/6/18
Self- Management – The Art of Getting things DONE: <i>A Leadership Development Session</i> "	Leadership	11/13/18	8:00 am - 10:00 am	11/6/18
Time Management: Working Smarter! Taking Control for Results: <i>Business Success Through People Professional Development Session</i>	Professional Development	11/14/18	8:00 am - 11:00 am	11/7/18
Preconstruction & Estimating: "Understanding the Construction Process – From Inception to Completion."	Construction and Trade Related	11/15/18	8:00 am - 11:00 am	11/8/18
Adult First Aid/CPR/AED Training	Safety	11/20/18	1:00 pm - 5:30 pm	11/13/18
Conducting Investigations, Disciplining, and Terminating Employees: Human Resource Management Academy session	Human Resource	11/21/18	8:00 am - 10:00 am	11/14/18
Virtual Design & Construction Technology: "Understanding the Construction Process – From Inception to Completion."	Construction and Trade Related	11/29/18	8:00 am - 11:00 am	11/22/18
Leadership vs Management: <i>"A Leadership Development Session"</i>	Leadership	12/11/18	8:00 am - 10:00 am	12/4/18
Construction Risk Management: "Understanding the Construction Process – From Inception to Completion."	Construction and Trade Related	12/13/18	8:00 am - 11:00 am	12/6/18
Construction Agreements & Payments: "Understanding the Construction Process – From Inception to Completion."	Construction and Trade Related	12/13/18	12:00 pm - 3:00 pm	12/6/18
Leon E. Wintermyer, Inc. Customized: Leadership Development Skills for: Communication, Leadership, and Poise on the Job - Time Management and Organizational Skills	Customized	12/13/18	3:00 pm - 5:00 pm	
"Navigating the Top Legal Issues Facing HR Professionals"	HR/Personal Development	12/18/18	7:30 am - 11:30 am	12/11/18

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Employee Relations and Engagement: Human Resource Management Academy session	Human Resource	12/19/18	8:00 am - 10:00 am	12/12/18
Planning and Scheduling: Superintendent Training Program	Leadership	December 21, 2018, January 4, 18, 2019	7:30 am - 4:30 pm	12/14/18
John W. Gleim, Jr. Customized Fundamentals of Crew Leadership	Customized	January 7 & 8, 2019	8:0 am - 3:30 pm	12/24/18
Communication for Success - Session I: Discovering Your DiSC Style: "A Leadership Development Session"	Leadership	1/8/19	8:00 am - 10:00 am	1/1/19
Communication for Success - Session II: Communication is Everything!: "A Leadership Development Session"	Leadership	1/8/19	10:15 am - 12:15 am	1/1/19
Project Planning & Execution: "Understanding the Construction Process – From Inception to Completion."	Construction and Trade Related	1/10/19	8:00 am - 11:00 am	1/3/19
Advanced Blueprint Reading	Blueprint Reading	January 14, 21, 28, February 11, 18, 25, 2019	7:00 pm - 9:30 pm	1/7/19
"How to Exit Your Business...with money in your pocket and peace-of mind"	Leadership/Financial	January 15, 22 and February 5, 2019	7:30 am - 9:30 am	1/8/19
Electrical License Exam Prep Course	Construction and Trade Related	January 15, 22, 29, February 5, 12, 19, 26, March 5, 12, 19, 26, April 2, 2019	6:00 pm - 9:00 pm	1/8/19
Employee Orientation, Training, and Development: Human Resource Management Academy session	Human Resource	01/16/19	8:00 am - 10:00 am	1/9/19
Customized Advanced & Basic Blueprint Reading - Conewago	Customized	January 17, 24, 31, February 7, 21, 28, March 7, 2019		
ASHE Healthcare Construction Certificate Program (HCC)	Construction and Trade Related	January 22 & 23, 2019	January 22 - 8:00 am – 5:00 pm & January 23rd - 7:45 am – 3:30 pm	12/21/18
ABC Keystone Construction Contractor Human Resources Peer Group Roundtable. Sold Out - contact Chapter	Human Resource	January 23, March 27, June 26, September 25, 2019	9:00 am - 10:30 am	1/16/19
ASHE Certified Healthcare Constructor (CHC) Exam Preparation Workshop	Construction and Trade Related	1/24/19	7:30 am - 4:30 pm	12/21/18
The CEO Roundtable (CEO / Owners / Executive Leadership)	Leadership	1/24/19	7:30 am - 10:00 am	1/17/19
Project Compliance and Outside Organizations: "Understanding the Construction Process – From Inception to Completion."	Construction and Trade Related	1/24/19	8:00 am - 11:00 am	1/17/19
Contract Documents: Superintendent Training Program	Leadership	February 1, 15, March 1, 2019	7:30 am - 4:30 pm	1/25/19

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Medical Gas and Vacuum Piping Systems "Installers Certification Course"	Construction and Trade Related	February 4, 5, 6, 7, 2019	8:00 am - 5:00 pm	1/28/19
Essentials of Leadership and Project Management	Construction and Trade Related - Leadership	February 6, 13, 20, 27, March 6, 13, 20, 2019	8:00 am - 11:00 am	1/30/19
Sexual Harrasment in the #MeToo Era: No Cost Spotlight Seminar	Professional Development	2/7/19	7:30 am - 8:30 am	1/31/19
Engaging and Mobilizing Your Team: "A Leadership Development Session"	Leadership	2/12/19	8:00 am - 10:00 am	2/5/19
Networking / Referrals / Strategic Alliances: "A Leadership Development Session"	Leadership	2/12/19	10:15 am - 12:15 am	2/5/19
Fundamentals of Crew Leadership	Leadership	February 14th & 15th, 2019	Thursday February 14th 12:00 pm - 4:00 pm & 7:30 am - 4:00 pm on February 15, 2019	2/17/19
Pay, Benefits, and Other Rewards: Human Resource Management Academy session	Human Resource	02/20/19	8:00 am - 10:00 am	2/13/19
Business Success Through People Professional Development Series. New Series Offering OR Opt in individual sessions	Professional Development	March 2019 - September 2019 - Second Tuesday of each month	8:00 am - 11:00 am	7 days before training event
Presentations – Removing the Fear: "A Leadership Development Session"	Leadership	3/12/19	8:00 am - 10:00 am	3/5/19
Success in Delegating for Results! Tapping into your Work Groups Skill and Potential: <i>Business Success Through People Professional Development Session</i>	Professional Development	3/14/19	8:00 am - 11:00 am	3/7/19
Basic Blueprint Reading for Support Staff	Blueprint Reading	March 18, 25, April 8, 15, 22, 29, 2019	7:00 pm - 9:30 pm	3/11/19
Safety, Security, Health, and Leaves of Absence Management: Human Resource Management Academy session	Human Resource	3/20/19	8:00 am - 10:00 am	3/13/19
Field Engineering: <i>Hands-on Field Labs & Classroom Learning</i>	Construction and Trade Related	March 20, 23, 27, 30, April 4, 2019	Week-nights: 7:00 pm - 9:30 pm - Saturdays: 8:00 am - 11:00 am	3/13/19
ABC Keystone Construction Contractor Human Resources Peer Group Roundtable. Sold Out - contact Chapter	Human Resource	3/27/19	9:00 am - 10:30 am	3/20/19
Building a High Trust Team: Who's Got Your Back? "A Leadership Development Session"	Leadership	4/9/19	8:00 am - 10:00 am	4/2/19

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Conflict Management: Turning Conflicts into Opportunities!: <i>Business Success Through People Professional Development Session</i>	Professional Development	4/11/19	8:00 am - 11:00 am	4/4/19
Sales Works! Generating Revenue & Developing Long Term Clients	Professional Development	April 16, 23, 30, May 7, 2019	2:00 pm - 4:00 pm	4/9/19
The CEO Roundtable (CEO / Owners / Executive Leadership)	Leadership	4/25/19	7:30 am - 10:00 am	4/18/19
Providing Quality Customer Service: Taking Care of Your Customers...Before someone else does!: <i>Business Success Through People Professional Development Session</i>	Professional Development	5/9/19	8:00 am - 11:00 am	5/2/19
Where's the Cash? Understanding Financials for non-accountants: "A Leadership Development Session"	Leadership	5/14/19	8:00 am - 10:00 am	5/7/19
Laws of Leadership: "A Leadership Development Session"	Leadership	6/11/19	8:00 am - 10:00 am	6/4/19
Yes You Can! Developing and Mastering Positive Assertiveness: <i>Business Success Through People Professional Development Session</i>	Professional Development	6/13/19	8:00 am - 11:00 am	6/6/19
ABC Keystone Construction Contractor Human Resources Peer Group Roundtable. Sold Out - contact Chapter	Human Resource	6/26/19	9:00 am - 10:30 am	6/19/19
Accountability for Results: Maximizing Employee Knowledge & Experiences: <i>Business Success Through People Professional Development Session</i>	Professional Development	7/11/19	8:00 am - 11:00 am	7/4/19
Developing Your Skilled Labor & Leaders: Growing Your Own!	Human Resource	7/24/19	8:00 am - 11:00 am	7/17/19
The CEO Roundtable (CEO / Owners / Executive Leadership)	Leadership	7/25/19	7:30 am - 10:00 am	7/18/19
Mastering the Challenges of Managing Change: <i>Business Success Through People Professional Development Session</i>	Professional Development	8/8/19	8:00 am - 11:00 am	8/1/19
Key Employment Law Competencies for Supervisors	Human Resource Personal Productivity	8/21/19	8:00 am - 11:00 am	8/14/19
Time Management: Working Smarter! Taking Control for Results: <i>Business Success Through People Professional Development Session</i>	Professional Development	9/12/19	8:00 am - 11:00 am	9/5/19

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Basic Blueprint Reading	Blueprint Reading ALSO cross reference with: Construction Related	September 16, 23, 30, October 14, 21, 28, 2019	7:00 pm - 9:30 pm	9/9/19
Attracting & Retaining Employees by Creating a Captivating Workplace: Build It and They Will Come!	Human Resource	9/18/19	8:00 am - 11:00 am	9/11/19
Sales Works! Generating Revenue & Developing Long Term Clients	Professional Development	September 24, October 1, 8, 15, 2019	2:00 pm - 4:00 pm	9/17/19
ABC Keystone Construction Contractor Human Resources Peer Group Roundtable. Sold Out - contact Chapter	Human Resource	9/25/19	9:00 am - 10:30 am	9/18/19
The Series: Human Resource Management Academy Human Resources Strategic, Operational, and Administrative Roles: The Series	Human Resource	October 16, November 20, December 18, 2019, January 15, February 19, March 18, April 15, May 20, June 17, July 25, August 19, September 16, 2020	8:00 am - 10:00 am	10/9/19
Strategic, Operational, and Administrative Roles: Human Resource Management Academy Session	Human Resource	10/16/19	8:00 am - 10:00 am	10/9/19
Material Estimating with Blueprints	Blueprint Reading ALSO cross reference with: Construction Related	October 17, 24, 31, & November 7, 2019	7:00 pm - 9:00 pm	10/10/19
The CEO Roundtable (CEO / Owners / Executive Leadership)	Leadership	10/24/19	7:30 am - 10:00 am	10/17/19
Productive Conflict: Communication, Conflict Resolution and Negotiation Skills	Professional Development	November 7 & 14, 2019	12:30 pm - 4:30 pm	10/31/19
Field Engineering: <i>Hands-on Field Labs & Classroom Learning</i>	Construction and Trade Related	November 13, 16, 20, 23, November 25, 2019	Week-nights: 7:00 pm - 9:30 pm - Saturdays: 8:00 am - 11:00 am	11/6/19
Employment Laws, Compliance, and Minimizing Risk: Human Resource Management Academy session	Human Resource	11/20/19	8:00 am - 10:00 am	11/13/19
Job Descriptions, H/R Recordkeeping and Reporting: Human Resource Management Academy session	Human Resource	12/18/19	8:00 am - 10:00 am	12/11/19
Effective Recruiting & Hiring: Human Resource Management Academy session	Human Resource	1/15/20	8:00 am - 10:00 am	01/08/20
Behavioral-based Interviewing: Human Resource Management Academy session	Human Resource	2/19/20	8:00 am - 10:00 am	02/12/20

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Employment Assessments: Human Resource Management Academy session	Human Resource	3/18/20	8:00 am - 10:00 am	03/11/20
Coaching Employees and Performance Feedback and Appraisal: Human Resource Management Academy session	Human Resource	4/15/20	8:00 am - 10:00 am	04/08/20
Conducting Investigations, Disciplining, and Terminating Employees: Human Resource Management Academy session	Human Resource	5/20/20	8:00 am - 10:00 am	05/13/20
Employee Relations and Engagement: Human Resource Management Academy session	Human Resource	6/17/20	8:00 am - 10:00 am	06/10/20
Employee Orientation, Training, and Development: Human Resource Management Academy session	Human Resource	7/15/20	8:00 am - 10:00 am	07/08/20
Pay, Benefits, and Other Rewards: Human Resource Management Academy session	Human Resource	8/19/20	8:00 am - 10:00 am	08/12/20
Safety, Security, Health, and Leaves of Absence Management: Human Resource Management Academy session	Human Resource	9/16/20	8:00 am - 10:00 am	09/09/20

*Call to set up
Customized Training!
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