

# **Did you know eighty-percent of effective communication involves learning how to be a good listener?**

***Join us for the next ASTD Bay Colonies Chapter meeting as Greg Enos presents:***

## **“Sharpening Your Listening Skills”**

***Monday, November 14, 2005***

***Radisson Airport Hotel***

***2081 Post Road (Route 1)***

***Warwick, Rhode Island***

***5:00PM-8:00PM***

**Cost:**

**\$25 ASTD Members who register in advance**

**\$35 Guests & On-sight Reservations**

**Please register by November 10<sup>th</sup> by emailing James Millard ([jmillard@lexlead.com](mailto:jmillard@lexlead.com))**

*NOTE: Our website is currently under construction. Look for our NEW, ENHANCED website next month!*

### **Program Description**

Listening is a skill we can use to improve our effectiveness...if we invest some time to enhance the skill. Greg Enos, our past President and recent winner of the Therese Strik Volunteer Award, has helped thousands of professionals increase their effectiveness through his *Sharpening Your Listening Skills* and *Investing Time Wisely* workshops.

Greg will share practical keys to improving individual listening, addressing the most common barriers to effective communications, and dealing with the issue of multi-tasking. The workshop will also lay the foundation for facilitators who would like to incorporate listening into their programs.

### **Agenda**

5:00-5:45PM	Registration & Networking
5:45-6:45PM	Dinner
6:45-8:00PM	Presentation “Sharpening Your Listening Skills”

### **Presenter Description: Greg Enos**

Greg Enos has helped more than 3,000 professionals during the past 25 years to improve their listening and personal productivity skills through practical learning initiatives. He approaches every learning opportunity with energy and enthusiasm, whether it is white water raft teambuilding with a senior management team or teaching a college course on organizational design.

Initiatives he has been involved with include strategy development with the Boston Police and Providence School departments, learning facilitation with A.T. Cross, and self-directed networking with the Boston Purchasing Management Association. He has worked with major companies including Raytheon, Texas Instruments, A.T. Cross and Volvo.

Greg is the author of the *Investing Time Wisely* and *Getting the Job Done* training programs, in addition to numerous workshops on Listening, Customer Service, Diversity, Setting Priorities, and Leadership.

Besides his leadership with ASTD, Greg was past president of Projects With Industry, Inc., and is a co-founder of the Diversity Working Group. He has taught at Brown University, Simmons College, the University of Rhode Island, Roger Williams University, and Quincy College.

Greg received his MSED from USC and a BS from RIT. He has managed the International Listening Association annual convention, participated in the Rhode Island Area Coalition for Excellence and contributed to numerous learning and development initiatives.

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