Chrissy Scivicque is an in-demand presenter and corporate trainer known for engaging, entertaining, educating and empowering audiences of all sizes and backgrounds. She has created custom on-site and virtual learning programs for some of the world’s most accomplished organizations.
Chrissy delivers a unique training experience unlike any other. Every session is…

INTERACTIVE
Participants are fully engaged in the learning.

INSPIRING
Participants are left feeling motivated and energized.

INFORMATIVE
Participants gain access to knowledge and resources.

IMPACTFUL
Participants gain the tools they need to create measurable, positive business outcomes.

Chrissy provides quality information and fresh ideas in an entertaining, fast-paced format. I never hesitate to attend a session offered by Chrissy because I know the time will be well-spent.

–VP Marketing & Public Relations, ILD Communication

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Chrissy@EatYourCareer.com | 720.282.9431
Leveraged properly, your admin team can be a powerful competitive advantage. What are you doing to help these incredibly valuable employees perform at peak levels?

This groundbreaking training and development program helps organizations develop, retain, and attract high-quality administrative professionals. After completing this course, participants will demonstrate elevated performance, engage in deeper-level critical thinking, and deliver more value to the organization and the person or people they support.

Learn more by visiting www.ElevateAdmins.com

Over the next decade, millions of baby boomers will retire, creating a potentially disastrous leadership void in the business world. What is your organization doing to prepare your next wave of leaders?

This comprehensive and fully customizable program prepares high potential employees to leverage career growth opportunities by embodying the qualities of successful leaders. After completing this course, participants will have the competence and confidence required to accept greater levels of authority and responsibility.

Learn more by visiting www.NextWaveLeaders.com
Over the past decade, Chrissy Scivicque has developed one of the most extensive and comprehensive training catalogs in the field of professional development. Her work has been widely praised for its quality, originality and depth.

All programs can be tailored to meet the unique learning and development needs of your group. Pricing is reasonable and varies based on type of presentation, duration, size of audience, location and other factors. Please inquire to receive a comprehensive proposal including detailed course descriptions and pricing.

To start a conversation, please email Chrissy@EatYourCareer.com.

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**Career Development & Planning Topics**

**SOAR to Success: How to Articulate Your Value in the Workplace**
Learn a proven 4-step process to help you comfortably and confidently communicate your contributions in the workplace.

**Your Stock Is Rising! How Identify & Expand Your Value in the Workplace**
Increase your impact by identifying, measuring and enhancing the value of everyday tasks.

**Personal Branding for Professional Success: How to Define & Express Your Unique Value**
Learn how to apply the traditional concepts of sales and marketing to enhance your career and build your professional reputation.

**Mapping Your Career: Create a Roadmap to Professional Success**
Discover the 10-step formula for creating and executing your own comprehensive, personalized career plan.
Building Success Structures: How to Turn Career Goals into Reality
Explore practical tools for staying on target, maintaining motivation and avoiding the common pitfalls that lead to unrealized goals.

Don’t Just Dream It…Do It! How to Set Career Goals that Really Work
Learn strategies for setting goals that energize and empower you to actually achieve them.

Raises, Reviews & Requests, Oh My! How to Prepare for Important Career Conversations
Learn how to confidently guide any career conversation in the direction you want it to go and achieve the results you desire.

Professional Passion & Self-Care Topics

Reignite Your Professional Passion: How to Fall in Love with Work…Again
Learn a proven framework for maintaining genuine enthusiasm at work, even during challenging times.

You Matter! How to Fuel the Fire Without Burning Out
Learn how to be a passionate, productive high-performer while still caring for your own personal needs.

The Delicate Art of Balance: How to Win at Work (Without Losing Out on Life)
Learn new and interesting perspectives on work/life balance; evaluate your current beliefs and practices; and leave feeling empowered, energized and enlightened.

Mind Over Job: Winning the Inner Game of Career Success
Learn strategies to overcome the self-limiting beliefs and bad mental habits that block you from reaching your full professional potential.
Failing Forward: Turn Mistakes & Missteps into Momentum for Success
Learn how to turn negative experiences into positive stepping stones that propel you to the next level personally and professionally.

Conquer Your Career Fear: How to Feel It, Face It, and Free It
Learn how to intelligently confront fear and take steps to evaluate it, manage it, and determine your next steps.

Work Less Frazzled: How to Beat Stress Before It Beats You
Learn powerful tools to help you break unhealthy patterns and start actively managing your stress (so it stops managing you!).

Learn simple perspective shifts to help you see work as a gift of mental, emotional and social enrichment, rather than an obligation.

Building Authentic Self-Confidence: How to Overcome Uncertainty & Find Faith in Yourself
Learn how to tap into your personal power and overcome feelings of intimidation, self-consciousness and uncertainty in the professional world.

Leadership & Management Topics

Managing Up: Best Practices for Leading & Enhancing the Performance of Superiors
Learn how to exert your influence and gently steer your boss while still being respectful of the person and the organizational structure.

Everyday Leadership in Action: How to be a Leader (Regardless of Title)
Learn simple ways to embrace your inner leader and leverage your professional influence even without direct authority over others.
The More the Merrier! How to Successfully Manage Multiple Managers
Learn real-world strategies to help you balance needs, prioritize tasks, manage time and keep everyone happy.

The Power of Self-Presentation: How to Develop Executive Presence (Regardless of Your Role)
Learn a simple set of tools to help you demonstrate executive-level behaviors, develop an executive-level reputation, and enjoy executive-level respect even as a non-executive.

Preparing for What’s Next: How to Position Yourself for Management
Learn the steps to take now to not only demonstrate your managerial potential, but also prepare yourself for success in a leadership role.

Succession Planning: How to Prepare Your Organization for Your Next Move
Set your team and organization up for success by creating a plan now for a smooth transition in the future.

Project & Time Management Topics

Setting Limits & Managing Expectations at Work: How to Say “No” Without Ever Saying “No”
Learn how to renegotiate the terms of a request (without declining it) to more effectively manage your time and create stronger business partnerships.

Project Management for the Unofficial Project Manager: Managing Process, People, Resources & Tools
Learn a simple step-by-step process anyone can implement to guide projects from concept to completion.

Project Management Bootcamp: Comparing Methodologies & Applying What Works Best
Discover the complex and fascinating world of Project Management by exploring a variety of frameworks, philosophies and practices.
Building Project Dashboards in MS Excel: How to Turn Data into Information
Discover a powerful tool for organizing large amounts of data, transforming it into meaningful information, and effectively communicating it to others.

Budget Management: How to Estimate & Control Costs of Your Projects
Learn how to effectively manage the financial aspects of your projects including accurately estimating costs, negotiating for the funds you need, monitoring and adjusting along the way.

Next-Level Project Management: Deepen Your Expertise and Overcome Obstacles
Gain deeper insight into the dynamic world of project management and learn advanced strategies to enhance your skills and amplify your results.

Building a Project Plan: How to Organize Tasks, Timelines & Resources
Learn how to create a comprehensive project roadmap to save time, minimize risk, manage scope creep and improve your chances of success.

Time Analysis: Using Efficiency Audits to Boost Productivity
Learn how to gather the facts about your current state of productivity (or lack thereof) so you can easily identify opportunities for improvement.

Process Improvement: How to Reduce Waste & Maximize Efficiency
Identify opportunities to streamline and optimize the way things are done, advocate for necessary improvements and take the lead in developing more effective processes.

The People Side of Project Management: How to Guide Your Team Without Direct Authority
Learn how to leverage your influence to direct your project team, keep them focused and inspire them to get things done.
Building & Breaking Habits: How to Harness the Power of Positive Patterns

Learn how to use habits effectively to boost productivity both personally and professionally and be rid of those pesky negative ones that drag you down.

Time & the Mind: Shifting Your Time Management Mindset

Learn how understanding the fundamental connection between attitude and productivity will help you better handle the ever-increasing expectations of the modern workplace.

Non-Traditional Time Management: Practical Tools for Getting It All Done

Learn the real-world strategies *that actually work* so you can be productive, even when you’re pulled in a million different directions at once.

Communication & Relationships Topics

A Deeper Intelligence: Practicing Responsible Emotional Behavior at Work

Learn real-world strategies to demonstrate exceptional emotional intelligence in your workplace behaviors and interactions.

Developing Powerful Partnerships with Managers: Strategies to Strengthen Your Workplace Relationships

Learn techniques to better collaborate with workplace higher-ups and create mutual benefit.

Building a Stronger Team: How to Boost Performance through Collaboration

Learn how to help your team develop a powerful professional synergy where the whole is truly greater than the sum of its parts.

The Art of Constructive Conflict: How to Disagree in Positive, Productive Ways

Learn how to reduce the stress and prevent escalating emotions by turning relationship breakdowns into breakthroughs.
Working with Humans: How to Leverage the Unique Talents of a Diverse Workforce
Learn how to honor your own natural work preferences while also identifying and adapting to the needs of others.

More than Manners: Harnessing the Power of Modern Business Etiquette
Learn how making those around you feel comfortable and respected can help people see you as a credible, trustworthy professional.

Speak Up! How to Find Your Authentic Voice at Work
Learn the right way to express your ideas, opinions and perspectives—even when they might not be the most popular.

Listening at All Levels: Expand Your Ability to Meet Spoken & Unspoken Needs
Learn how to gather information beyond words and process it correctly, while controlling the natural impulses that derail effective communication.

Mastering Meetings: Must-Follow Best Practices for Business Meetings
Learn how to implement a set of best practices to help everyone stay focused and productive and ensure your meeting time is well spent.

Other Workplace Skills Topics

Become a Change Champion: How to Be an Advocate for Positive & Productive Change
Learn how to embrace a spirit of continuous change by supporting others as they adapt to it and identifying and advocating for necessary changes.

The Proactive Professional: How to Stop Playing Catch Up & Start Getting Ahead
Learn strategies and daily practices to help you anticipate needs, plan and prepare for the future, and prevent foreseeable problems from occurring.

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Mastering Self-Management: Embrace Your Personal Power & Gain Self-Sufficiency at Work

Learn how to demonstrate independence of thought and action and stop relying on others to provide direction, instruction, motivation or rewards.

Strategic Problem Solving: How to Develop Sound Judgement & Decision-Making Skills

Learn how to leverage critical thinking skills by using the powerful 6-step solution-finding methodology.

The Attractive Attitude Advantage: An Authentic Approach to Positive Thinking

Learn how to demonstrate the right attitude that draws people to you like a magnet, without being unrealistically, relentlessly positive.

Admin-Specific Topics

The Proactive Partner: How to Anticipate Needs of the Person (or People) You Support

Learn the powerful practices that enable you to predict, plan and prepare for the future, and prevent problems along the way.

The Evolving Admin: Where Do We Go from Here?

Learn the skills you need to stay competitive and future-proof your admin career.

Time Management for Admins: How to Work with the Unique Time Challenges Facing Support Professionals

Learn strategies to help you make the most of your time, while still being responsive to the needs of the people you support.

Career Advancement for Administrative Professionals: Creating Opportunities for Growth

Learn how to take your admin experience and craft the career you want—either in the support field or a complimentary one.
Proactive Partnership Design: A Proven Process for Enhancing Collaborative Relationships

Learn how to use structured, intentional communication techniques to gain alignment, build trust, and prevent conflict.

ELEVATE Admins Certificate Program

A comprehensive 3-level curriculum to help administrative professionals elevate their performance, deliver more value, and create strategic partnerships with the person or people they support.

Custom Training

If you do not see a topic here that perfectly matches your needs, Chrissy is happy to create a custom program.

Watch Chrissy in Action!

View video samples of Chrissy on stage. Visit www.EatYourCareer.com/speaking-and-training
Working with Chrissy was a pleasure. Feedback from our Elevate Admins participants was highly positive and reflected Chrissy’s understanding of the Executive Admin role and its importance to organizational success. Chrissy meets both the Execs and the Admins where they are and helps them make progress in their journey together. This program was an important investment for our Agency. Chrissy’s program is unique and I’m so glad we found it!

Tara Duncan, Manager of Professional and Organizational Development
Arizona Game and Fish Department

Chrissy recently took our EA crew through a day of Managing Up training. It was hands down one of the best training days EVER and the team immediately started putting their learnings to work. One EA in particular, revamped her entire approach to managing her manager and was able to make instant headway where she previously felt like she was up against a concrete wall! Other EAs have also taken a new approach as a result of their training, and are reworking their approaches to working with their managers to be instantly more effective and efficient. Huge results in the short two weeks post our learning and these results will permeate and improve our operations tremendously in the long run. Chrissy did an amazing job delivering the concepts at an easy to follow, easy to follow “up” level and we are forever in her debt!

J.M., Sr. Director, GoDaddy

Chrissy has a wonderful, warm, and highly respectful way of helping people with what they need most. She gets right away what the issue is and knows just how to provide assistance to help you help yourself. She has provided me with great tools that I’m actively using, and getting return on. You won’t regret using her services!

C. Downing, Sr. Administrator, Northrop Grumman