

A.E. SCHWARTZ & ASSOCIATES

Management Training ■ Leadership Development



TRAINING & LEADERSHIP DEVELOPMENT

When employees in an organization do not perform up to their potential, productivity suffers. Training & Leadership Development can be the critical components of any situation where organizational goals demand that all or part of the work force function at a higher skill level: from re-training line and semi-skilled employees, to motivating a sales force, to giving management the skills to become more effective.

WHY A.E. SCHWARTZ & ASSOCIATES?

A.E. Schwartz & Associates is a Boston-based management training and leadership development organization. We specialize in conducting over 40 training programs which aim to optimize personal and professional effectiveness. It is our belief, borne through years of practical experience, that communication, motivation, goal setting, delegation, interpersonal issues, and problem-solving skills can make or break an organization. We give our clients the tools they need to deal creatively and effectively with potential problems - tools to generate workable solutions for organizational issues. We conduct programs which catalyze growth and change, employing a wide range of techniques.

Our programs are highly interactive, practical, fast-paced, and even fun.



TESTIMONIALS

"Personalized, knowledgeable, very professional. In a word - excellent."

Blue Cross/Blue Shield, Elaine Pierzanowski, Training Specialist

"Very involving method which drew both me and the group out. The presenter was humble and his style inspires confidence."

Polaroid Corporation, Thomas O'Brien, Manufacturing Vice President

"Mr. Schwartz has a wonderful way of teaching and building attention, both serious and humorous. I gained a wealth of knowledge!"

Ransom Environmental Consultants, Patricia Buyer, Office Manager

"Excellent! Very effective, well organized, interesting, and fun. I have tangible practices to go back to work with."

Boston Scientific, Louise Limentani, Human Relations Manager

"This session got people very involved so they better understand that they must communicate and work together."

Bayfinch Mortgage Corporation, Lorette McAmund, Vice President

"Andrew is a superb, excellent speaker. I really enjoyed myself and learned a lot about managing myself and others."

NECS, Tom Pike, Warehouse Manager

CONTACT INFORMATION

A.E. SCHWARTZ & ASSOCIATES

www.aeschwartz.com

ADDITIONAL SERVICES

TRAINING CONSULTANT:

In addition to holding programs on preplanned topics, we can observe the symptoms of a specific weakness facing your company and customize a training program aimed at solving the problem. We will provide the design, development and delivery of programs, appropriate training methods and trainers, and ultimately, evaluation and follow-up. Our post-program involvement includes a plan for follow-up support, gradual withdrawal, and the installation of successful resources to encourage the program's continued use.



EXECUTIVE COACHING:

Our one-on-one coaching adds a personal angle to professional consulting. This practical instruction can be a valuable supplement to general training for all levels of management, from supervisors to CEO's. Whether you are undergoing an organizational change or simply aiming to increase productivity through building and improving upon current skills and practices, the result will be a discernible difference in executive effectiveness.

BUSINESS DEVELOPMENT:

For individuals or small companies who want to avoid classic business mistakes, we can help make sure you get started off on the right foot. After personal consultations, we will provide strategies and advice on basic business operations, decision-making, long-range planning, and office organization. We supply the tools you need for a successful future.

A.E. SCHWARTZ & ASSOCIATES SUBSIDIARIES

www.school4managers.com

www.readysetpresent.com

www.laserlearn.com

www.mentor-protege.com
