

ANNOUNCING

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*“Lead, follow or
get out of the
way.”*

Thomas Paine

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Public Classes

We are offering two public classes. In November 2005, we are offering our *Leadership Skills* class and our *Business Presentation Skills* class. Our main focus is on leadership and management skills such as presentation skills and strategic planning. These are being offered in back-to-back weeks so that you can take both classes if desired. Our pricing makes it cost effective to take both classes.

The location for the classes is in the Chicago area. Both classes are at the Hotel Orrington, 1710 Orrington Ave., Evanston, IL 60201 847-866-8700. This is more convenient for students who may want to visit Chicago over the weekend. Chicago is one of the great cities of the world. Check out the class descriptions on the next pages and call us to sign up.

NEWSLETTER No. 1.5

This is an interim newsletter announcing two new public classes. We are offering two classes in November in Chicago.

- **Leadership Skills** – Page 2
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- **“Life’s Essential Work”** – Page 3 & 4

Visit our new web site

We describe our business, our products and services, and have included all of our newsletter articles for your reference.

<http://www.mgrconsulting.com>

Public Classes

Leadership Skills

When: November 9 to 11, 2005

Audience: Those people who:

- Want to strengthen their leadership abilities.
- Want to make more of an impact at work and in life.
- Need to lead groups in the future.

Abstract: This class focuses on Leadership. The class is highly interactive. The class explores what is “leadership”, how is it different from “management”, and how do you lead. Topics include:

- What is Leadership?
- Basic Leadership Skills – skills, leading people, paradigms, conflict, empowering, and listening
- Leading Groups – strategic thinking, communication, leadership styles, and the group life cycle
- Advanced Leadership – diversity, speed, and consensus

Objectives: Upon completion, students will be able:

- To define “leadership”.
- To develop leadership skills.
- To recognize effective leaders.
- To use leadership skills to affect group performance.

Materials: Each student receives a copy of *Leadership Skills* version 1.0, by Gary Rush. Students also receive student notes and a certificate upon completion.

Business Presentation Skills

When: November 14 to 16, 2005

Audience: Anyone who needs or wants to improve his or her presentation skills.

Abstract: This class provides students with the basic skills needed to present effectively. The class is 50% practice. Topics include:

- Why are presentation skills important?
- What types of presentations are covered?
- Basic presentation skills – physical, verbal, listening, eye contact
- People issues – dealing with the audience
- Communication Skills – creating a clear message and tools to communicate the message

Objectives: Upon completion, the attendees will be able to:

- Present a variety of materials in an effective manner
- Feel confident and comfortable presenting to a group
- Gain feedback on presentation skills to be able to improve.

Materials: Each student receives a copy of *Business Presentation Skills* version 1.0, by Gary Rush. Students also receive a videotape of their presentations, class notes, and a certificate of completion.

Costs

The fee for Leadership Skills class is \$1990 per person. The fee for Business Presentation Skills is \$1225 per person. The fees cover training and materials for the students. MGR Consulting provides the instructor and class books. Hotel rooms at the Hotel Orrington cost \$119 per night. Reservations are made through MGR Consulting. If you do not want to stay at the hotel, please let us know so that we don't make a reservation for you.

Combine classes or Register 3 or more and save

Save by attending both classes and spend the weekend in Chicago. Weekend rates at the Hotel Orrington are \$119 per night. The cost to attend both classes is \$2890 – a savings of \$325.

Register 3 or more students from the same company and we'll give you a 10% discount. Students must be registered for the same classes and be registered at the same time. Be sure to ask for the discount when you call.

“Life's Essential Work” by Gary Rush

In between careers I've been doing a lot of thinking. I have 26 years experience in data processing (*management information systems (MIS)*, *information technology (IT)*, or the old *electronic data processing (EDP)*). I have 20 years experience as a consultant training people how to be facilitators and how to gather requirements. I left consulting for a year to open a restaurant and be the chef – that had been my dream. We closed the restaurant after a year and I returned to consulting. One of the reasons that I left consulting and became a chef – besides the fact that I really like to cook and am very good at it – is that I traveled extensively – over 3 million miles in 19 years. I made a lot of money, but didn't feel satisfied. I wasn't crazy about the travel – it is more difficult than those who have never traveled think. Heavy travelers know what a headache it is. Others think it is glamorous – it's not. I also left consulting because I felt that what I was doing wasn't essential, so I thought. It bothered me to be doing something for the sake of making money without contributing. By essential, I mean we need this skill to live.

Thinking about essential work, I've developed a simple test. Ask yourself, “If a

catastrophe happened today and the world was suddenly thrown back to a virtual beginning, what skills would be needed to survive?” You may scoff at the question, but think about the people stuck in New Orleans after Hurricane Katrina. Think about what would happen if another Ice Age happened. Think about what would happen if a nuclear war broke out. These are all real possibilities – possibilities that most of us would rather not think about and we all hope that they never come to pass, but they could. If we had to start over – no modern conveniences such as a roof over our heads, grocery stores, clothing stores, electricity, plumbing, air travel, cars, gas stations, hospitals, or society as we know it, what would we need to survive? If you look at our hierarchy of needs, we need shelter, need to eat, have clothing, and have meaning. How many of our jobs today address any of our basic needs? I've thought about it – especially after returning to consulting.

To survive in a brand new world, we need:

- Carpenters to build shelters for us.
- Farmers to grow food for us.

- Hunters – such as fishermen or ranchers – to raise or catch our protein foods.
- Tailors and seamstresses to make clothing for us.
- Cooks to prepare food to eat.
- Health care providers to keep us healthy.
- Teachers to pass along knowledge
- Leaders to guide us.

Most people wouldn't argue with the carpenter. We need a place to live – a shelter from the environment. Carpenters provide that. This is definitely an essential job. Farmers and hunters provide us with our basic foods. Most people wouldn't argue with the farmer. Some may argue that hunters are not necessary if we were vegetarian or vegan. A farmer is essential. A hunter is optional. Tailors and seamstresses are needed to make our clothing. We could decide to become nudists, thus eliminating the need for clothing, however, that would be a problem anywhere but in the tropics – it gets cold in the winter. So, I still argue that tailors and seamstresses are essential. Since we need to eat, we need to know how to prepare the food from the farmer and/or hunter so we can eat it. That makes the cook an essential job. In a new society without modern conveniences, we do need to stay healthy. Health care providers come in many forms. I didn't mention doctors on purpose because I feel that there are many versions – nurses, Eastern medicine practitioners, alternative medicine practitioners, etc. We need someone who will help us heal ourselves in this new world – with no prescriptions, hospitals, or HMO's. My choice would be a holistic healer – one who knows about herbs, natural medicines, acupuncture, massage, and spiritual healing. Without hospitals or pharmaceutical companies, most Western medicine practitioners would be lost. Teachers are critical to ensuring that our children learn the fundamentals, such as reading and writing. All of us need to teach: our children as we raise them and others as we pass along the skills and knowledge we have learned.

Finally comes the leader. Humans have always been tribal – especially today. We don't call

ourselves tribes. We call ourselves American, French, Arab, Chinese, and so on. These are simply larger tribes with better-defined boundaries. As tribes, we'll wander around aimlessly unless we are guided. Anarchy would reign and we would eventually die. We need someone to lead us, remind us of our values, remind us to work together, bring order, and overcome our smallness to see the grander scheme. That is the leader. We desperately need leaders.

This brings me back to my first thoughts – is what I'm doing essential? As a chef, yes it was essential. But, is a consultant essential? I teach leadership skills to people; therefore, what I do creates essential people – people with essential skills. Given that, I am doing a job that is essential – it adds value to life. I still have to travel – a lot. That is at least compensated by knowing that I am contributing to the good of humanity. If the world had a catastrophe tomorrow, at least what I do would be missed.

I think we all should ask ourselves these questions. We go through life never asking why we do what we do. We often work to make a paycheck and feel unfulfilled. I'm not suggesting that people stop any job that isn't "essential" – we'd all lose a lot. Many jobs help us enjoy life without having to be essential. There is no harm or disgrace in that. At the same time we need to think about what we learn to ensure that we include essential skills. For example, a baseball player may not be an essential job, but leading a baseball team gives us leadership skills – essential. Being an accountant may not be essential, but directing a firm gives us leadership. We don't have to be the leader of the baseball team or directing an accounting firm to practice leadership skills – just as we don't have to be chefs to practice cooking. Whatever we do, we should make sure that we are contributing something to the greater good and we should be ensuring that we are practicing essential skills. I believe that the essential skills give us greater fulfillment than doing work for the sake of work. Essential skills are essential for numerous reasons – not just survival. I now teach leadership skills. That is more fulfilling for me than just consulting. I feel that what I do adds value to humanity. I am fulfilled.

Call to discuss or schedule a class, facilitation, or consulting.

Call Gary or Millie at (773) 330-2064 or email at grush@mgrconsulting.com