



## Workforce Development

City and County of San Francisco  
Department of Human Resources

### DHR Learning & Development Training Calendar Summary—Updated 08/30/2021

For class descriptions and to enroll, go to: [www.sfdhr.org/employee-training](http://www.sfdhr.org/employee-training)

		QTR 1	QTR 2
	Target Audience	JUL-SEP	OCT-DEC
<b>Career Development – Growing Your Career</b>			
GYC – Applying for City Jobs, Webinar	Individuals	9/09	10/06, 11/05, 12/01
GYC – Updating your Resume, Webinar	Individuals	9/16	10/22, 11/12, 12/08
GYC – Exams and Interviews, Webinar	Individuals	9/29	10/20, 11/19, 12/15
Growing Your Career Workshop	Individuals		12/21 +
<b>Communication/Relationship Skills</b>			
Customer Focused Communication Workshop	Individuals	9/15	11/03
Lead to Succeed Workshop	Individuals, Supervisors	9/01+	12/02+
Mastering Emotional Intelligence Workshop	Individuals, Supervisors		10/05+, 12/09+
Practice Makes Perfect Workshop	Individuals	W	W
Presenting to Boards and Commissions Workshop	Individuals, Supervisors		11/02+, 12/07+
<b>Diversity, Equity, &amp; Inclusion</b>			
Managing with an Equity Mindset, Webinar	Supervisors		11/19
Managing Implicit Bias Workshop	Individuals, Supervisors	9/16	11/17
Leading Across Generations	Supervisors	W	W
<b>Organizational Skills</b>			
Setting up Hybrid Teams for Success, Webinar	Supervisors	9/17	10/12, 11/15
Project Management Workshop	Individuals, Supervisors	W	W
Facilitation Skills Workshop	Individuals, Supervisors	W	W
5 Choices for Extraordinary Productivity Workshop	Individuals	W	W
<b>Performance Management</b>			
24 Plus for Supervisors/Managers	Supervisors	➤ >	>> >
Performance Planning and Appraisal Review, Webinar	Supervisors	9/14	
PPAR Review Workshop	Supervisors	9/28	
<b>Leadership</b>			
7 Habits for Managers	Supervisors	W	W
CCSF MEA Leadership Development Program	Supervisors	*A	
CCSF MEA Leadership Development 2.0	Supervisors	W	
Emerging City Leaders Program	Supervisors	*B	

Dates shown with a + are the start date of the workshop with more than one day commitment for the class

>24 Plus workshops, please check our website for course series dates and availability:

<https://sfdhr.org/24-plus-open-enrollment-schedule>

W – Waitlist, dates to be announced

\*A– Nominations will open three months prior to the start date; October 1st through November 2nd, 2019

\*B - Nominations will open three months prior to the start date; to be announced

Dates are subject to change – see updates at our website [www.sfdhr.org/employee-training](http://www.sfdhr.org/employee-training)

Some classes have prerequisites, please see the class description on the website.

Most DHR courses can be offered to department teams with customization. Please contact the lead instructor listed in the course description on our website [www.sfdhr.org/employee-training](http://www.sfdhr.org/employee-training)