

# COURSE LIST

### Courses Included in the CongregationU Unlimited Package

#### **Abuse Prevention**

- Cyberbullying
- Domestic Violence Awareness
- The Facts About Bullying\*
- Understanding Child Neglect

### Congregational Outreach

- Engaging Millennials
- Preparing for a Successful Mission Trip

#### **Health & Wellness**

- Back Injuries and Ergonomics
- Depression and Other Mood Disorders
- Diabetes and Diabetic Emergencies
- Foodborne Illness Awareness and Prevention
- Hypertension (High Blood Pressure) Basics
- Stress Management
- Substance Abuse Awareness and Management

#### \*Also in Spanish!

#### **Human Resources**

- Bullying in the Church Work and Volunteer Environment\*
- Diversity in the Workplace
- Hiring Church Pastors and Staff
- Sexual Harassment Training -Awareness for Employees\*
- Sexual Harassment Training for Managers and Supervisors
- Sexual Harassment Training -Harassment Awareness for Employees in California
- Sexual Harassment Training for Supervisors in California (AB 1825/2053 and SB 396/1343)\*
- Sexual Harassment Training for Employees in New York\*
- Sexual Harassment Training for Supervisors in New York\*

#### **Leadership & Management**

- Building a Disaster Response Team
- Capital Campaigns for Churches
- Church Volunteer Management
- Leading a Successful Mission Trip
- Marketing for Churches
- The Organized Church Kitchen
- Practicing Parliamentary
  Procedure in Church Meetings
- Successful Meeting Management and Attendance

#### **Safety & Security**

- Active Shooter Situations in Church Settings\*
- Avoiding Slips, Trips, and Falls\*
- Bloodborne Pathogens Awareness\*
- Church Kitchen Safety\*
- The Church Nursery: Furniture, Products, and the Environment
- The Church Nursery:
  Policies and Procedures
- Church Van and Bus Safety
- Defensive Driving: Making Safe Decisions on the Road
- Fire Safety Awareness and Prevention\*
- First Aid Basics: What to do in a First Aid Emergency\*
- Protecting and Securing Your Church
- Safety and Accessibility for the Elderly and Disabled

## Technology & Office Skills

- Developing Effective Communication Skills
- Social Media and Churches
- Telephone Skills for Today's Professional World