

2025



Purposed**HR** *SERVICE GUIDE*

Equipping Leaders. Building Thriving Workplaces.

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ABOUT



Sara Bordeaux
Founder



Sara Bordeaux, founder of Purposed HR, brings 20 years of hands-on HR leadership experience, shaped in high-stakes environments like manufacturing and healthcare. She has spent much of her career coaching and developing leaders managing the full scope of HR—from compliance to culture. She has built HR functions from the ground up, led strategy for global manufacturers, and understands the realities of both growing small businesses and scaling established teams. Today, through Purposed HR, she helps businesses build strong foundations, equip leaders, and create workplaces where people and performance thrive.

MISSION

PurposedHR partners with organizations to equip leaders in building strong cultures where people and performance thrive.



WORKSHOPS

Purposed HR: Leadership & Training Services

This guide outlines the core training courses offered by Purposed HR, designed to equip leaders with practical tools to improve culture, communication and performance. Workshops are grouped into thematic categories for clarity and strategic alignment.

Top Five Benefits Of Leadership Training

Invest in equipping your leaders to:



1. Lead with clarity and purpose

Equip leaders to set direction, drive accountability, and keep teams focused and engaged in meaningful work.

2. Build a culture that retains top talent

Empower leaders to shape the daily employee experience through consistent values, communication, and trust-building behaviors.

3. Coach and influence for results

Help leaders give timely feedback, hold effective performance conversations, and guide teams toward better outcomes.

4. Execute strategy from the front lines

Enable leaders to translate organizational goals into focused, consistent action that drives progress and alignment.

5. Grow themselves and others

Invest in leadership development that strengthens your talent pipeline, boosts engagement, and supports long-term retention.

ASSESSMENT-BASED WORKSHOPS

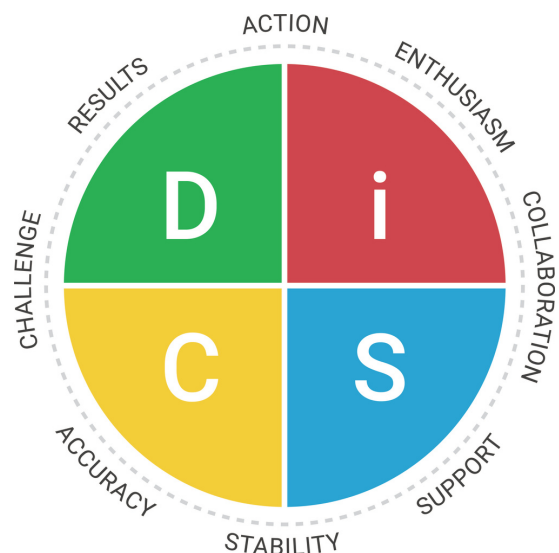


Engage every individual in building more effective relationships at work.

Everything DiSC® Workplace is a classroom training and personalized learning experience that can benefit every person in the organization - regardless of title or position - in building more effective relationships at work.

The Everything DiSC® Workplace Profile focuses on:

- Discovering your DiSC® style
- Understanding the styles of others
- Building more effective relationships
- Exploring People-reading and Comparison Reports (optional)



Everything DiSC® Add-On Module	Description
Agile EQ	Participants develop emotional intelligence by discovering their EQ strengths and instinctive mindsets, then learning to adapt their responses in real-time. This personalized experience offers practical strategies to build social and emotional agility in the workplace and realized their EQ potential.
Management	Managers learn to communicate more effectively with their teams and explore how their personal style shapes their approach to decision-making, time management, and problem-solving.
Work of Leaders	Executives will understand how their unique style impacts their effectiveness through the lens of Vision, Alignment, and Execution. Grounded in research and real-world best practices, this experience provides a clear path to more impactful leadership.

ASSESSMENT-BASED WORKSHOPS



The way we “team” is more complex than ever before. Whether we are collaborating in person, through screens, or a little of both, building a successful team can feel downright impossible. *But what if it doesn't have to feel that way?*

Five Behaviors Module	Description
Personal Development	A powerful experience that helps individuals strengthen their teamwork skills by providing personalized insights into their approach to collaboration. Equip participants with the behaviors and interpersonal tools needed to build trust, engage in healthy conflict, and contribute to a strong team culture—no matter their role or team setting.
Team Development	A transformative experience for intact teams of 5–12 members, this program helps teams strengthen collaboration, practical interpersonal skills, and intentional behavior shifts that drive cohesion and performance. Ideal for teams with at least six weeks of working history together, it fosters trust, commitment, and measurable results.

The Five Behaviors® Model



Trust One Another

When team members are genuinely transparent and honest with one another, it forms a safe environment that creates and builds vulnerability-based trust.

Engage in Conflict Around Ideas

With trust, team members are able to engage in unfiltered, constructive debate of ideas.

Commit to Decisions

When team members are able to offer opinions and debate ideas, they feel heard and respected, and will be more likely to commit to decisions.

Hold One Another Accountable

Once everyone is committed to a clear plan of action, they will be more willing to hold one another accountable.

Focus on Achieving Collective Results

The ultimate goal is the achievement of results, unlocked through implementing the model's principles of Trust, Conflict, Commitment, and Accountability.

WORKSHOPS

Leadership & Culture Development Courses

PURPOSED LEADERSHIP

Explore how to integrate purpose at every level to shape leadership impact. Align daily leadership practices with organizational purpose and values. This session helps leaders align their decisions and behaviors with organizational mission, vision, and values—building credibility, consistency, and cultural clarity that drives results.

Learning Objectives:

- 1 Define & align your personal leadership strategy to amplify your organization's purpose
- 2 Unlock purpose for employees, connecting their roles to organizational impact
- 3 Strategically embed purpose into employment practices including hiring, onboarding and engagement

CULTIVATING INFLUENCE & DEVELOPING PERSONAL BRAND

Build professional influence by clarifying your unique leadership brand. This session explores how to lead with credibility, communicate with intention, and increase your impact across every interaction—regardless of formal authority.

Learning Objectives:

- 1 Master key principles of influence to drive results and build trust regardless of title
- 2 Shape a compelling leadership brand that reflects your value and strengths
- 3 Reinforce your brand intentionally across professional interactions and opportunities

PROFESSIONAL DEVELOPMENT: BUILDING YOUR LEADERSHIP POTENTIAL

This session empowers participants to take ownership of their growth by reflecting on their strengths, values, and goals. Through guided activities and practical tools, participants will gain clarity on how to leverage their unique skills and chart a path toward ongoing development.

Learning Objectives:

- 1 Identify key strengths, values and behaviors that shape your professional brand
- 2 Develop actionable goals for continued growth using tools like Personal SWOT & Excellence Profile
- 3 Strengthen your ability to lead yourself and contribute more effectively to your team and organization

WORKSHOPS

Communication & Coaching Foundations

EFFECTIVE COMMUNICATION & COACHING

Strengthen the core communication skills every leader needs to build trust, clarity, and connection. This workshop helps leaders navigate both the relational and task-focused sides of conversations, using relational essentials and the GROW framework to support performance and accountability.

Learning Objectives:

- 1 Navigate the human and business dimensions of workplace communication
- 2 Make employees feel valued through intentional feedback models
- 3 Apply the GROW Model to lead focused, results-driven coaching conversations

CULTIVATING EFFECTIVE INTERPERSONAL WORKING RELATIONSHIPS

This session strengthens relational leadership, tone awareness, and professional boundaries to help leaders communicate with clarity that builds trust.

Learning Objectives:

- 1 Build trust through intentional communication and coaching
- 2 Lead with influence and professionalism
- 3 Maintain appropriate boundaries and model accountability

CONFLICT & DE-ESCALATION STRATEGIES

Learn how to calmly manage conflict and emotional situations using proactive techniques. Conflict kills productivity. This course helps leaders maintain productive and safe environments.

Learning Objectives:

- 1 Identify triggers and warning signs
- 2 Apply verbal and non-verbal de-escalation tools
- 3 Know when to disengage and escalate appropriately

WORKSHOPS

Performance Management & Accountability

DEALING WITH DIFFICULT BEHAVIORS

This workshop builds on “Effective Communication & Coaching” by equipping leaders to confidently address challenging behaviors and performance concerns. Learn to deliver clear, constructive feedback that addresses behaviors. Then integrate that feedback into coaching conversations using the GROW framework to drive action and accountability.

Learning Objectives:

- 1 Address difficult behaviors with clarity, structure, and empathy
- 2 Learn behavioral feedback models to deliver timely, direct, and specific feedback
- 3 Integrate behavioral feedback into GROW conversations to support behavioral change

TIME MANAGEMENT, PRIORITIZATION & DELEGATION

Strengthen your ability to prioritize, delegate, and make strategic use of your time through structured tools and leadership conversations.

Learning Objectives:

- 1 Identify and prioritize critical tasks using proven tools
- 2 Apply SMART goals and KPI-based decisions
- 3 Use GROW to delegate clearly and foster accountability

WORKSHOPS

HR & Management Essentials

FEDERAL EMPLOYMENT LAW FOR PEOPLE LEADERS

This session provides supervisors with a working knowledge of key federal employment laws and how to apply them in everyday leadership decisions. From hiring to performance management, participants will gain clarity on their responsibilities under the law and how to reduce legal risk while supporting fair and consistent practices.

Learning Objectives:

- 1 Understand key federal laws (e.g., FLSA, FMLA, ADA, Title VII) that apply to supervisory roles
- 2 Apply legal principles when managing performance, handling leave, or navigating accommodations
- 3 Identify potential compliance issues and know when to involve HR

LEADING INVESTIGATIONS: A PRACTICAL GUIDE FOR HR

Equip HR with a clear, step-by-step approach to conducting workplace investigations with confidence and consistency. From intake to closure, this tactical session provides the tools to gather facts, manage sensitive conversations, and ensure legal and procedural integrity every step of the way.

Learning Objectives:

- 1 Lead investigations using a structured, legally sound process
- 2 Conduct effective, objective witness interviews - even in challenging situations
- 3 Evaluate findings, identify patterns, and document outcomes with clarity and compliance

SELECTING GREAT TALENT

This workshop focuses on behavioral interviewing strategies that align with your company's values and strategic goals. Participants will learn how to assess candidates for cultural contribution, design structured behavioral interviews, and apply team calibration techniques to ensure a consistent, inclusive, and compliant selection process.

Learning Objectives:

- 1 Understand the risks of hiring for 'fit' and how it can reinforce bias
- 2 Build structured interview guides aligned to company values and behavioral indicators
- 3 Apply team calibration methods to evaluate candidates fairly and select great talent that drives the desired culture

WORKSHOPS

Added Value for Half-Day Workshops & Workshop Series

When you book a half-day, full-day, or a packaged leadership series—you'll also receive:

1 Hour of Expert Support

- Focused on planning and implementation strategies to ensure your session is aligned, impactful, and sets the stage for long-term success.

Communication & Best Practice Templates

- Pre-written invitation language, session summaries, and learning objectives.
- A best practice checklist to set a clear, engaging tone for the learning experience.

Learning Sustainment Tools

- Keep the momentum going with post-session tools like leader follow-up guides, resource lists, and a customizable peer mentoring program outline.

Save with Leadership Training Subscriptions or Bundles!

Customized to solve your pain points
and meet your leadership needs!

Virtual or in-person, anywhere in the USA

Duration Key for All Workshops

1 HOUR - Quick insights, minimal interaction

1.5 HOUR - Interactive focused learning with discussion and up to 1 activity

2 HOUR - Balance of content and active participation

HALF-DAY (3.5-4 HOUR) - Deeper learning with hands-on practice activities

FULL DAY (6-8 HOUR) - Comprehensive learning journey

1-HOUR REVIEW ADD-ON - Reinforcement of concepts and tools

HR & CULTURE SERVICES

Compliance & Best Practice Solutions

Handbooks & Policy Creation
HR Audits
Advisory Services
Job Descriptions
Investigations
HR Process Creation
Annual & Quarterly Planning for People Operations

Full and Partial Outsource of HR

Offered in partnership with Vensure

- HCM, PEO, EOR Solutions and More!

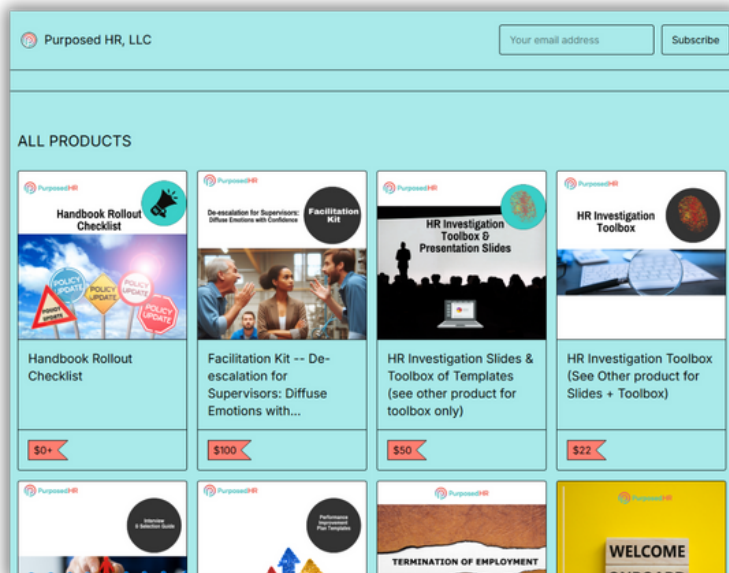


Culture Strategy

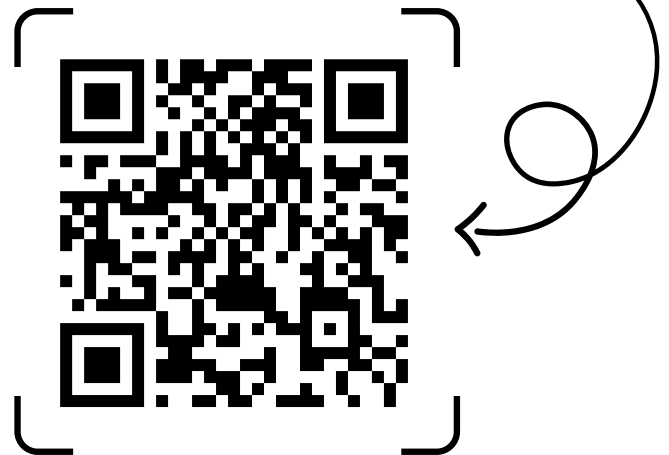
- Development & Integration of Mission, Vision, & Values
- Culture Review, Including data collection, analysis, and strategy
- Facilitation of Exit & Stay Interviews and Employee Roundtables

ADDITIONAL INFORMATION

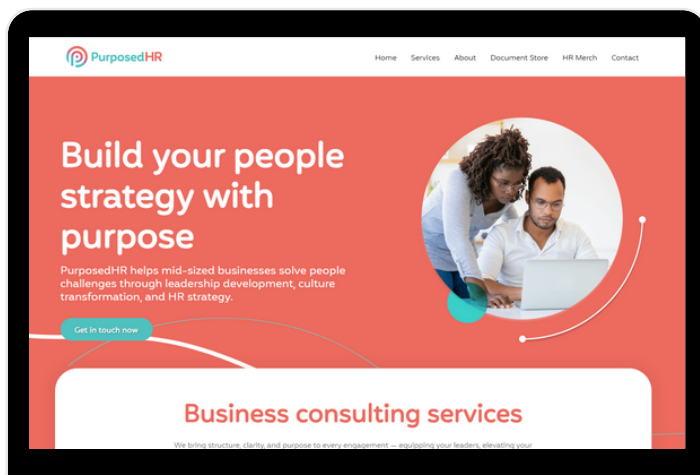
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