



OUR PHILOSOPHY ABOUT TRAINING, EDUCATION & DEVELOPMENT (T.E.D.)

Unlimited Services Systems Management & Consultants, LLC (USSMC, LLC.), believes that training, education and development are essential to the organizations human resource delivery in meeting the Mission and the Strategic Plan. This is the era of "pursuit of excellence", "high performance," and the "right stuff." When quality is returning to outcome, USSMC, LLC believes Training Effectiveness rebuilds any organization and prepares them for the rapid changes in technology, improves the quality of products and services, and increases the performance and productivity level. **Training** also boosts the participant's motivation to do the job better. **Education** stressed in this module will consist of participant(s) learning new skills, knowledge and attitudes to assist in their present roles or in future roles. **The Development module** prepared by USSMC, LLC. will prepare participant(s) to keep pace with the organization as it changes and grows.

USSMC, LLC. recognizes Line Staff, New Managers, Middle Managers and Executive/Senior Level Managers in addressing the needs that are cited in this module. Each curriculum is tailored made to meet the needs of each level of participant(s). Our training, education and development **Mentor Protégé Program** ensures that there is a smooth transitional process for the team of employees remaining whenever, the senior knowledge based staff or subject matter expert may leave their positions.

USSMC Organizational Cultural Analysis Tool:

Organizational culture is the pattern of believes, values, rituals, myths and sentiments shared by the members of an organization. USSMC, LLC., believes that organizational culture influences the behavior and even the communications and team development of all individuals and groups within the organization LLC Exclusive of management and staff. Culture impact most aspects of organizational life, such as how decisions are made, who makes them, how rewards are distributed, who is promoted, how people are treated, how the organization responds to its environment, and so on. Our organizational cultural analysis instrument is completed prior to all participants completing any Special Training Initiative for any organization. It is designed to serve a three-fold purpose:

- A. Help you identify aspects of your organization's culture.
- B. Help other members of your organization identify the following aspects of your organization's culture as it relates to the (roles, support, achievement and power.)
- C. Help USSMC better prepare and understand the needs of your organization as it relates to vision, mission, objectives and strategies.



Other USSMC Training Services:

We Deliver Our Services and Courses anywhere.

- **Deliver On-site.** We come to your training location so your costs are reduced, so your staff can focus on your problems and learn their skills as a team.
- **Off-site Training.** Utilize our state of the art training facility. You may even Rent our space at our
- **Leading through Change Training Center.** People from all over the country and abroad use our training center.
- **Customize our courses.** We design our courses to exactly meet your needs, so the training is focused on solving your specific problems, and not generic ones. Standard and/or on-line course development.
- **Teach Instructional Skills.** Our instructor training courses are based on specific competencies and we focus on the instructional process, rather than the content.
- **Focus on error-free learning.** Our proprietary instructor training methods will teach your instructors to cause error-free learning every time.
- **Deliver turn-key systems.** We are unique, in that we specialize in teaching your staff to teach the train-the-trainer courses themselves.
- **Provide a full range of services.** We can provide a full range of analysis, design, development, delivery, evaluation and management services to support your training programs.
- **Registration and Documentation.** Our courses and products are specifically designed to provide metrics and documentation.

Follow-up is key to our success and to the success of our customers.

USSMC offers Management, Executive Coaching and Strategic Leadership Development Workshops, Retreats and Institutes. USSMC works with clients to design, organize, and conduct workshops, retreats and institutes for executives and management groups engaged in strategic planning, and leadership development. For more information call us on 301-322-2247.

BENEFITS OF BUILDING PROFESSIONAL RELATIONSHIPS:

- **Benefit 1:** All individuals and businesses will reach their unlimited potential.
- **Benefit 2:** There is quick response time.
- **Benefit 3:** We are performance base company, outstanding services and products.
- **Benefit 4:** Diversified service.
- **Benefit 5:** Long term relationships are established with our customers.
- **Benefit 6:** We strive to give customers what they need and not just what our company wants to sell them.
- **Benefit 7:** We have an impressive list of clients.