



2024 COURSE CATALOG

TAILORED TRAINING FOR THE AG INDUSTRY



GROW YOUR KNOWLEDGE.

MISSION STATEMENT

Western Growers University is on a mission to develop the agricultural workforce through tailored professional training, providing accessible and highly customized opportunities. We aim to equip individuals in the industry with essential knowledge and skills, enabling them to drive value and make a positive impact within their organizations.

VISION

Our vision at Western Growers University is to cultivate a dynamic and innovative learning environment, integrating collaborative problem-solving and forward-thinking. Through this steadfast commitment, we propel the agricultural workforce to new levels of excellence and adaptability, establishing an industry benchmark for leadership.

CORE VALUES

Our core values drive us to create a thriving community of professionals who continuously learn and grow.

- Excellence:** We strive for excellence in all our training programs, aiming to provide the highest quality education and professional development opportunities.
- Accessibility:** We are committed to making education accessible to the agriculture industry, ensuring that knowledge and skills are within reach.
- Customization:** We believe in designing our training to meet the unique needs of individuals and organizations, providing customized solutions for success.
- Leadership Development:** We are dedicated to growing leadership skills within the agricultural workforce, encouraging individuals to become effective and influential leaders.
- Respect:** We promote respect for all individuals, their ideas, and perspectives, cultivating a culture of mutual respect and appreciation.
- Community:** We believe in building a supportive community of professionals who collaborate, learn from one another, and share their knowledge and experience.
- Continuous Learning:** We encourage a culture of constant learning and growth, motivating individuals to keep expanding their knowledge and skills.



Western Growers University provides distinct learning tracks that address the multifaceted needs of the agricultural industry.

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HUMAN RESOURCES AND LEGAL TOPICS

This learning track focuses on the intricacies of human resources and legal matters within the context of the agricultural industry. It covers essential topics such as labor laws, workplace compliance, employment regulations, and legal requirements specific to agricultural businesses. Participants can gain valuable insights into managing a compliant and effective workforce.

Competency-Based Behavioral Interviewing:

The DNA of your organization changes with each new hire. Learn how to strategically prepare for and administer meaningful interviews. In this course, you will explore how to apply key techniques to help you assess a job candidate's competencies and make a more informed decision about who you hire. Learn how to avoid costly discrimination lawsuits and legal repercussions by administering consistent interview processes.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours

Guide to Federal and State Leave Law Mandates:

This is a comprehensive resource program designed to equip individuals, human resources professionals, and businesses with the knowledge and understanding of the complex landscape of state and federal leave laws. This course provides up-to-date compliance guidance for several important leave laws, including FMLA, CFRA, and PDL. Staying informed when it comes to the rights and responsibilities associated with employee leave will take the guesswork out of staying compliant. Stop wondering if you are making the right leave decisions and start managing employee leaves with confidence.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours

Preventing Discrimination and Harassment, Course for Supervisory Employees:

Learn what the law says about acceptable and unacceptable workplace behavior by examining the different forms of harassment, abusive conduct, and discrimination. Equip yourself with new approaches to help individuals know how to make the right decisions and act if they experience or witness sexual harassment or other misconduct—from the obvious to the subtle. Help your organization avoid costly harassment complaints that can damage your company's reputation, recruitment, and retention efforts, as well as its bottom line. Earn 2 SHRM re-certification credits upon attending. (This 2-hour course complies with state-mandated training requirements under Cal. Govt. Code Section 12950.1.)

Who Should Attend: Managers and individuals who direct and influence the work of other employees.

Duration: 2 hours

Preventing Discrimination and Harassment, Course for Non-Supervisory Employees:

During this course, you will learn state law requirements regarding discrimination, harassment, and abusive conduct with a fresh approach. This course focuses on what matters most: knowing what to do if you experience or witness sexual harassment or other misconduct without fear of retaliation. This one-hour course is essential for developing awareness of acceptable and unacceptable workplace behavior. Learn how to recognize and respond to situations that can lead to sexual harassment or other misconduct – from the obvious to the subtle. Explore the most effective ways to foster a positive, respectful, and inclusive workplace. Earn 1 SHRM re-certification credit upon attending. (This one-hour course complies with state-mandated training requirements under Cal. Govt. Code Section 12950.1.)

Who Should Attend: All non-supervisory employees, seasonal employees, temporary staff, and farm labor contractors.

Duration: 1 hour

Creating a Civil and Professional Work Environment:

Every individual plays a crucial role and bears an inherent responsibility in preventing and addressing workplace abuse. This course extends beyond subtle harassment, delving into the emotional and physical toll of aggressive behaviors. Discover strategies to halt persistent mistreatment that harms others, restricts inclusion, and hinders creative contributions while promoting a civil and professional work environment that not only tackles abusive conduct but also cultivates a culture where everyone feels valued, fostering employee well-being and creating a conducive atmosphere for innovation and creativity.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours

Wage & Hour: What You Need to Know to be Compliant:

This course will carefully guide you through Fair Labor Standards Act (FLSA) requirements. Understand the specifics of how to classify and pay an employee correctly. Misclassification can lead to costly penalties and expose you to potential class action and PAGA claims. Educate your managers about wage and hour laws, set clear employee expectations, and avoid common miscalculations and record-keeping mistakes. Understand why it is essential to proactively identify potential issues before you face legal consequences.

Who Should Attend: Business owners, HR professionals, managers, supervisors, and payroll administrators.

Duration: 2 hours

Writing Effective Job Descriptions:

In today's competitive job market, recruiting for a position starts with a persuasive job description to help you attract the most qualified talent. In this course, you will learn how to build an adequate job description to provide a job candidate with enough detail about your business and the tasks, duties, and qualifications related to a position. Know how to define the essential responsibilities, skills, and abilities needed to perform the work required.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours

Train the Trainer, Preventing Discrimination and Harassment:

This 4-hour course provides essential skills for training supervisory and non-supervisory employees in federal and state anti-harassment practices. Participants engage with case studies and optimal strategies, strongly emphasizing fostering a secure and respectful workplace culture. Aligned with SB-1343, AB-1825, AB-2053, SB-396, SB-400, and SB-188, the program covers legal frameworks through a blend of case studies and hands-on exercises. Participants gain practical experience, from decoding legal frameworks to interactive role-playing, to effectively prevent and address harassment. The course promotes a commitment to cultivating positive, harassment-free work environments, concluding with certificates of achievement.

Who Should Attend: This training is tailored for individuals with a minimum of two years of expertise in the below-outlined areas:

- California and federal laws on harassment, discrimination, or retaliation
- Addressing workplace harassment
- Reporting and handling harassment complaints
- Training supervisory employees on reporting obligations
- Responding to harassment complaints promptly and thoroughly
- Communicating employer obligations for workplace investigations
- Identifying and preventing retaliation
- Implementing essential anti-harassment policy components
- Informing stakeholders about the impact of harassment on individuals and the workplace

Duration: 4 hours



LEADERSHIP AND MANAGEMENT SKILLS

This track allows participants to enhance their leadership and management skills, learning strategies for effective team management, communication, decision-making, and problem-solving. The emphasis is on developing the competencies required to effectively lead and manage teams in the agriculture sector.

Being Accountable for Your Results:

Highly productive people know how to create high-impact results in a short amount of time. In this course, you will discover how to increase productivity. Explore how your thought patterns affect how you see yourself, others, and your tasks. Learn how to move beyond effort to genuine purpose and recognize the difference between a reactive mindset versus a proactive one. Understand how to apply techniques to help you hold yourself accountable for your results and make decisions that impact your career.

Who Should Attend: HR professionals, managers, and supervisors.

Duration: 2 hours

Building Trust in the Workplace:

This course discusses the foundation for all relationships and trust. It is the basis for effective employee relationships, motivation, teamwork, decision-making, accountability, etc. Learn how to develop skills for building, maintaining, and extending trust to others. Discover thirteen techniques to help you manage your staff more effectively by cultivating healthy, trusting relationships.

Who Should Attend: Business owners, HR professionals, directors, and managers.

Duration: 2 hours with 15-minute pre-assessment

Effective Employee Performance Management:

With competing demands and constant workplace disruptions, your team looks to you for direction, guidance, and inspiration. Discover techniques to help you coach your team more effectively and help move them from feeling threatened to challenged and fulfilled. Equip yourself with tools to help you maximize your coaching style, address performance gaps, and create a more competent and efficient workforce. Learn how to ask guided questions and respond with constructive feedback. Develop a more productive organization by creating a learning environment where employees can thrive and contribute.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours

Having Tough Conversations:

Are you struggling to give direct feedback and helpful corrections? In this session, you will learn how to structure conversations respectfully and productively. Discover seven tips on how to have difficult discussions that lead to more authentic, meaningful working relationships and increased performance.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours

Management 101:

This course thoroughly explores diverse business facets, crucial employment laws, and the indispensable skills necessary for proficient management. Acquire valuable insights into the qualities of a successful leader and master strategies to dodge common pitfalls encountered when transitioning from an individual contributor to a people manager. Prepared with this knowledge, you will step into your management role equipped with a defined plan, ready to adeptly navigate increased responsibilities and skillfully win your team's confidence.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours with 15-minute pre-assessment

Navigating and Adapting to External Challenges:

This course presents practical strategies for navigating through change effectively, identifying techniques to help you build resilience, and discovering ways to alleviate everyday stressors. Learn how to proactively respond to unforeseen circumstances and better understand how to support others during seasons of change.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours

Mental Health and Overcoming Burnout:

Explore strategies to maintain mental health and overcome burnout when increased responsibilities may lead to overwhelming workloads. Discover key signs and warnings of burnout and gain valuable insights into five practical techniques that can be integrated into daily routines to enhance mental and physical well-being. Learn to prioritize your mental health and equip yourself with practical tools to navigate the challenges of a demanding work environment.

Who Should Attend: All employees.

Duration: 2 hours



LEADERSHIP DEVELOPMENT AND ORGANIZATIONAL EXCELLENCE

LEADERSHIP DEVELOPMENT AND ORGANIZATIONAL EXCELLENCE



Exclusively for Western Growers Members and offered in partnership with the Arbinger Institute.

The Arbinger Institute seeks to assist leaders in creating high-performance cultures that drive exceptional organizational outcomes. Rather than mere behavior modification, the institute focuses on a profound and impactful change aspect: mindset. Whether through leadership development, cultural transformation, or conflict resolution, Arbinger equips organizations with the essential tools, knowledge, and expertise required to adopt a mindset-first approach, ultimately unlocking employees' full potential.

Implementing and Developing an Outward Mindset:

This program is tailored for all employees seeking to enhance workplace collaboration, fulfillment, and effectiveness. Guided by Arbinger-certified facilitators, this comprehensive program, delivered in-person or live online, delves into the distinctions between inward and outward mindsets. Participants learn to shift their perspectives through a series of essential tool sets, including self-awareness tools, mindset change tools, accountability tools, and collaboration tools. The workshop's structure allows for flexibility, spanning two consecutive days or four adaptable half-days. By the end, participants emerge equipped to understand the impact of mindsets on results, assess and transform their mindset, enhance personal accountability, and foster a work environment that is collaborative, fulfilling, and effective, positively influencing others and adeptly addressing conflicts.

Who Should Attend: All employees.

Duration: 2 days

Outward Performance:

This course delves into the heart of organizational challenges, addressing dysfunction, interpersonal conflicts, and silos. With ten sessions featuring impactful video case studies and group discussions led by certified facilitators, the program introduces practical tools seamlessly integrated into everyday interactions. Whether condensed into a two-day intensive session or distributed across shorter sessions, this program offers flexibility that caters to your organization's unique needs, ensuring a transformative shift in organizational culture towards a more humane workplace.

Who Should Attend: All employees.

Duration: 10 sessions, 1.5 hours each

Outward Inclusion:

Tailored to provide insights into fostering a culture of inclusivity within the corporate landscape. Learn strategies to contribute to the creation of an environment that enhances engagement, retention, and overall performance in the workplace. By reshaping personal perspectives, this program equips participants to actively support a corporate culture that prioritizes inclusivity, playing a vital role in the success and cohesion of the organization.

Who Should Attend: All employees.

Duration: 4 hours

Outward Leadership:

This is an intensive one-day program meticulously designed to empower business owners, C-suite executives, senior directors, human resources professionals, and legal counsel. This transformative course equips leaders with a suite of 38 practical tools, ensuring the adoption of an outward mindset within their teams and organizations. "Outward Leadership" transcends traditional leadership training by offering a holistic partnership that combines immersive initial training, monthly sessions introducing practical tools, and quarterly discussions focused on organizational challenges, all complemented by individualized coaching. This dynamic approach cultivates a people-centric, results-focused leadership mindset, enabling corporate leaders to tackle even the most daunting challenges fearlessly.

Who Should Attend: Business owners, C-Suite/Executives, Senior Directors, Human Resources, and Legal Counsel.

Duration: 1 day



PUBLIC WORKSHOPS

Public workshops are standalone educational events covering various topics relevant to the agricultural industry. These workshops may span a range of subjects, from industry trends and best practices to specific technical skills. They provide opportunities for individuals to engage in focused learning and networking with peers.

Employee Handbook Workshop and Management Essentials Workshop:

Employee Handbook Workshop:

This hands-on workshop will allow you to build out a complete and customized, legally compliant Employee Handbook ready to distribute to your organization's employees! You will receive materials in advance electronically two weeks ahead of the Workshop event to help you prepare. There will be dedicated time during the workshop to have your questions answered while you go through the process of editing and customizing a Model Handbook (provided only at the workshop).

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 days, each 5 Hours with breaks

Registering for this event reserves two seats for the workshop; you are encouraged to take advantage of this opportunity to bring an additional team member to help collaborate and assemble your Handbook. Additional attendees are optional—no discount for single attendees.

Management Essentials Workshop:

This course prepares new and current supervisors and managers with essential tools to perform more efficiently and effectively. Explore management's anatomy, define productive coaching elements, identify common mistakes managers make when addressing performance, and how to overcome these pitfalls. Discover how to prevent legal complaints and create a safer environment built on trust and psychological safety.

Who Should Attend: Business owners, C-Suite management, HR professionals, department leaders, and frontline managers and supervisors.

Duration: 4 hours with breaks

Leave Laws, Reasonable Accommodations, Interactive Process:

Disability Discrimination and Employer Duties Under State and Federal Law:

Employer-provided disability accommodation requires more than ergonomic offerings. This program will highlight disability accommodation in the workplace as an ever-increasing part of the employment litigation landscape. The program will focus on the requirements of state and federal law when it comes to conducting the good faith interactive process and determining whether a reasonable accommodation can or should be provided and employer obligations to provide discrimination-free access to employment. Participants will gain a deeper understanding of applicable discrimination prevention laws and their overarching purpose, learn best practices when it comes to conducting the interactive process and determining reasonable accommodations, and leave with a better understanding of the court's perception of employer obligations when it comes to providing a discrimination-free workplace.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours

Guide to Federal and State Leave Law Mandates:

This is a comprehensive resource program designed to equip individuals, human resources professionals, and businesses with the knowledge and understanding of the complex landscape of state and federal leave laws. This course provides up-to-date compliance guidance for several important leave laws, including FMLA, CFRA, and PDL. Staying informed when it comes to the rights and responsibilities associated with employee leave will take the guesswork out of staying compliant. Stop wondering if you are making the right leave decisions and start managing employee leaves with confidence.

Who Should Attend: Business owners, HR professionals, managers, and supervisors.

Duration: 2 hours



ONE-ON-ONE VIRTUAL COACHING

One-on-One Coaching

Elevate your professional journey with our One-on-One Virtual Coaching program, a tailored experience designed to meet the unique needs of each participant. Our skilled coaches collaborate individually, addressing challenges, honing leadership skills, and offering guidance on HR matters. Virtual sessions provide flexibility and convenience, adapting to your schedule and preferences. Propel your career forward with personalized, virtual coaching that aligns with your professional development goals.

Ideal for business owners, HR professionals, department leaders, managers, and supervisors.

This program consists of 2-hour sessions, with a minimum commitment of 4 sessions.

Coaching topics include:

- Goal Setting
- Performance Management
- Leadership Development Assessment
- Individual Development Plan
- Succession Planning



TRAINING DELIVERY OPTIONS

Western Growers University offers various delivery options to accommodate learning preferences and accessibility needs. Whether you prefer in-person engagement or the flexibility of remote learning, our delivery modes cater to your requirements. Explore the following delivery options to find the one that best suits your learning style and language preference.

Additionally, we provide content in both English and Spanish, ensuring that our educational resources are accessible to a broad and diverse audience.

Onsite Private Sessions:

Benefit from personalized, in-person training sessions tailored exclusively to your company's needs. Our expert instructors will come to your location, ensuring a highly customized and confidential learning experience.

Onsite Public Workshops:

Join our onsite, industry-specific workshops open to a broader audience. Network and collaborate with peers while gaining valuable insights into agricultural best practices in a face-to-face setting.

Live Webinar Private Sessions:

Host private webinars for your organization, allowing your team to engage in real-time, interactive training sessions. This option offers exclusive, focused learning experiences for your company.

Live Webinar Public Workshops:

Participate in live webinars covering various agricultural topics designed to cater to a broader audience. Interact with industry experts and like-minded professionals virtually, gaining valuable knowledge and connections.

One-on-One Virtual Coaching Sessions:

Virtual coaching sessions offer flexibility and convenience, ensuring a customized approach to your professional development. Virtual sessions require an internet connection, computer, laptop, or iPad access, and a quiet space.



2024 WESTERN GROWERS UNIVERSITY TRAINING COURSE PRICES

SMALL GROUP TRAINING ON-SITE OR LIVE WEBINAR

Travel fees apply for on-site sessions

1-HOUR SESSION				
	Discount	Price Per Person	Max Number of Participants	Min Participants Per Session
Regular Price		\$49.00	40	15
Member Price	25%	\$36.75	40	15

2-HOUR SESSION				
	Discount	Price Per Person	Max Number of Participants	Min Participants Per Session
Regular Price		\$120.00	40	5
Member Price	25%	\$90.00	40	5

TRAIN THE TRAINER, PREVENTING DISCRIMINATION AND HARASSMENT, ON-SITE

4-HOUR SESSION		
	Discount	Price Per Person
Regular Price		\$499.00
Member Price	25%	\$374.25

VIRTUAL COACHING SESSIONS

2-HOUR SESSIONS, 4 SESSIONS MINIMUM			
	Discount	Price Per Person	Total
Regular Price		\$160.00	\$640.00
Member Price	25%	\$120.00	\$480.00



TRAINING PACKAGES FOR LARGE COMPANIES, PREVENTING DISCRIMINATION AND HARASSMENT ONSITE OR LIVE WEBINAR SESSIONS

Travel fees apply for on-site sessions

1 SUPERVISORY SESSION AND 1 NON-SUPERVISORY SESSION

	Discount	Price Per Person	Max Number of Participants
Regular Price		\$ 3,000.00	80
Member Price	25%	\$ 2,250.00	80

1 SUPERVISORY SESSION AND 2 NON-SUPERVISORY SESSIONS

	Discount	Price Per Person	Max Number of Participants
Regular Price		\$3,500.00	120
Member Price	25%	\$2,625.00	120

1 SUPERVISORY SESSION AND 3 NON-SUPERVISORY SESSIONS

	Discount	Price Per Person	Max Number of Participants
Regular Price		\$4,000.00	160
Member Price	25%	\$3,000.00	160

1 SUPERVISORY SESSION AND 4 NON-SUPERVISORY SESSIONS

	Discount	Price Per Person	Max Number of Participants
Regular Price		\$4,500.00	200
Member Price	25%	\$3,375.00	200

2 SUPERVISORY SESSIONS AND 2 NON-SUPERVISORY SESSIONS

	Discount	Price Per Person	Max Number of Participants
Regular Price		\$5,000.00	160
Member Price	25%	\$3,750.00	160

2 SUPERVISORY SESSIONS AND 3 NON-SUPERVISORY SESSIONS

	Discount	Price Per Person	Max Number of Participants
Regular Price		\$5,500.00	200
Member Price	25%	\$4,125.00	200



PUBLIC WORKSHOPS

EMPLOYEE HANDBOOK WORKSHOP AND MANAGEMENT ESSENTIALS

2 DAYS, 9-HOURS		
	Member	Non-Member
Early Bird Price	\$298.00	\$383.00
Regular Price	\$350.00	\$450.00

LEAVE LAWS, REASONABLE ACCOMMODATIONS, INTERACTIVE PROCESS

4-HOURS		
	Member	Non-Member
Early Bird Price	\$102.00	\$128.00
Regular Price	\$120.00	\$151.00



Explore our training services further by visiting:

www.wga.com/services/university

If you need further details, please contact us at:

westerngrowersuniversity@wga.com