



2009/2010
Brochure

Loeb Consulting Group , LLC
partnering with
Riklan Resources, LLC.

**IN PURSUIT OF EMPLOYEE
EXCELLENCE**

www.loebconsultinggroup.com
1-866-987-4111

www.riklanresources.com
1-732-761-9940

GET IN ON THE GAME!

PICK A CATEGORY...

- LEGAL & EFFECTIVE INTERVIEWING
- SUCCESSFUL ON BOARDING PRACTICES
- EMPLOYEE COMMUNICATION AND COLLABORATION
- MANAGEMENT/LEADERSHIP DEVELOPMENT
- DIVERSITY
- HR CONSULTING AND TRAINING

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Today's business environment is seeing unprecedented change. Many of yesterday's methods for hiring and training staff are no longer effective. Employers pursuing employee excellence can turn to Loeb & Riklan to build an employee development curriculum or initiative to create a work environment in pursuit of excellence.

- Natalie Loeb (founder of Loeb Consulting Group) and Michelle Riklan (founder of Riklan Resources) understand this. As a result, they are combining their strengths and offering clients cost effective, creative options for hiring, training and outplacing staff.
- Each client project is given the individual attention it needs, so Loeb and Riklan can offer customized employee hiring and development options to fit the client's unique culture, expectations and budget.

Browse through a sampling of some of the programs developed for clients and think about where you may be able to build a supportive performance driven corporate culture in your pursuit of **EMPLOYEE EXCELLENCE**.

Contact Natalie or Michelle to brainstorm ideas for putting your ideas into action.

- For more information on Natalie Loeb, visit www.loebconsultinggroup.com. 1-866-987-4111
- For more information on Michelle Riklan, visit www.riklanresources.com. 1-732-761-9940

TESTIMONIALS

Michelle's professionalism, intuitiveness and insight matched me with a job of my dreams. At a time when I thought I needed to go outside of the doors of the company I loved, Michelle's keen awareness of the industry and business savvy kept talent in the company, which enhanced the work culture and environment." **Jacqueline Indelicato** - Vice President, Diversified Agency Services a division of Omnicom Group

"I thoroughly enjoyed Riklan Resources' ½ day training seminar entitled "What's My Communication Style". Michelle created a fun, thought provoking and interactive training session. My colleagues and I were able to walk away with useful, usable tools to better our communication skills and to be more in tune with each other and those with whom we interact. Our only complaint was that we wanted more!" - **Senior Fraud Investigator**, NJ Insurance Company.

"My staff cringed at the thought of a Sexual Harassment Awareness Program and as a Director, I cringed at the thought and ramifications of not having the training in place. Michelle delivered an informative, enlightening and well-instructed day of training on this highly sensitive topic while creating a comfortable and safe environment where my staff felt compelled to participate. She is an excellent facilitator." **Director, Sony Retail Entertainment**

"Though I've known Michelle for many years, it was her assistance sixteen years ago that put me on my career path. Michelle knew that I was unhappy with my job. She took the time to ask questions about what I wanted to do with my future, and recommended me for a job opportunity that she thought I would like. That job was the beginning of a career path that has allowed me to become the Risk Manager of a 12 billion dollar multi-national corporation. Without Michelle's guidance I would not have left a job to find a career."

Sheryl M.

Risk Manager Multi-national Corporation

TESTIMONIALS

“I brought Natalie in to my company to work collaboratively with me to design a customized training program for my managers. Over the course of our time together, I was continuously impressed with her passion, dedication and expertise in helping to initiate a learning culture. She brought creative training methods to the table with fantastic results. I'd definitely work with Natalie again.”

Melissa Zinger

“Natalie is a terrific coach and educator. Her class demeanor is positive, energetic and approachable and she adapts seamlessly to every audience level. Natalie has successfully facilitated many sessions for our office around behavioral learning and leadership and always receives rave reviews from our staff. She has consistently met our business objectives and made a lasting impact on the employees who have participated in her courses.” Kerry A. Mansfield

“Natalie brings the three E's -- experience, energy and enthusiasm -- to her professional development and coaching work. Her deep knowledge of coaching tools and procedures is enhanced by inspiring presentations and an emphasis on both short- and long-term change. I first hired Natalie to help a new manager develop time management and interpersonal skills, and have since worked with her in a variety of settings. Quite simply, she's the best there is.”

Deborah Gaines

“I met Natalie when she began her career in Human Resources. I watched as she developed as a talented training professional and then encouraged her to launch her leadership development and executive coaching business. Natalie's ability to nurture genuine relationships with clients, keeping their needs a priority along with her consistent desire to exceed client's expectations leads to exceptional results.”

Sharon Armstrong, *Owner, Sharon Armstrong and Associates*

Loeb Consulting Group and
Riklan Resources Services



Legal and Effective Interviewing

- Workshops, assessment tools and coaching methods to build interviewing skills

Successful On Boarding Practices

- Needs analyses, customized workshops and coaching methods to develop new and seasoned managers.

Employee Relations Consulting and Training

- Conducting Effective Performance Improvement and Discipline Discussions. Preventing Sexual Harassment training

Employee Communication and Collaboration

- Workshops, assessment tools and coaching methods to build communication, collaboration and team player skills.

Diversity

- Coaching and training to enhance diversity cultures.

Management Development

- Needs analyses, customized workshops and coaching methods to develop new and seasoned managers.

Leadership Development

- Assessments and coaching methods to identify new and build on existing leadership qualities and

Fees are based on scope of project.

WHAT CAN WE DO FOR YOU?

Team Building Sailing Adventure
New York City Association of
Legal Administrators



Sexual Harassment Awareness
Sony Entertainment
Theatre Division



Communications Skills and Team
Building Training
R/GA International Interactive
Advertising Firm



New Hire Orientation Training
for Managers
John Wiley & Sons Publishing



Leadership Development Series
Skadden, Arps, Slate, Meagher &
Flom & Affiliates, LLP
International Law Firm



Teambuilding
Sony Entertainment
Theatre Division



Performance Management
Taylor & Francis Group



Communication Training
Healthnet Insurance



Needs Analysis and Customized
Management Development
Training and Coaching
Carole Hochman Design Group



Policies and Procedures
development,
Employee Handbooks

Novix Media
Serious Global



Performance Evaluation Training
Fitch Ratings



Employee Relations Investiga-
tions and Performance Actions
Consultations.

Novix Media and Serious Global



Transition to Management
Dewey & LeBoeuf
International Law Firm



Résumé Writing, Career Assess-
ments, Career Coaching



Individual Clients



Natalie Loeb - nloeb@loebconsultinggroup.com
866-987-4111

Natalie Loeb is the founder and lead consultant of Loeb Consulting Group, LLC. She is an executive coach and facilitator with over 20 years experience in employee relations, training program design and facilitation and executive coaching. Clients include top tier legal services firms and other large and mid-sized organizations placing a priority on leadership development and using respectful and skillful communication to enhance diverse work cultures and inspire collaboration. Natalie's experience as a member of the human resources team at the international law firm of Skadden, Arps, Slate, Meagher & Flom LLP and Affiliates in New York City, provided the foundation for launching her consulting business in 1997. As the lead coach and facilitator, Natalie offers unique and creative coaching and training methods to her clients to support the development of skills and strategies to manage change, transition to management roles and transform to effective to effective leaders



Michelle Riklan - michelle@riklanresources.com
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Michelle Riklan is the founder of Riklan Resources, LLC. While beginning her corporate career, she pursued and completed a M.A. in Speech and Interpersonal Communications from New York University where she also served as an Instructor in Voice and Diction/Public Speaking. Utilizing her education and presentation skills, she continued a career path in Human Resource Management. Her generalist background is all inclusive, but her areas of expertise include employment, employee relations and training and development. With a combined 20 years of in-house corporate and targeted consulting experience, Riklan Resources services large corporations as well as small businesses and individuals in all aspects of Human Resources and Career Management. Michelle holds a B.A. in Theatre, English Literature and Speech Communications from Hofstra University. She is a member of the Society of Human Resource Management, American Society of Training and Development and Professional Association of Résumé Writers, Career Directors International and the National Association of Résumé Writers. More information about Michelle can be found at www.riklanresources.com.

