

Early-Career Xcelerator

JUMPSTART YOUR TEAM'S WORKPLACE READINESS

FOR NEW HIRES AND EARLY-CAREER TEAMS
(0-3 Years Experience)

INTERACTIVE WORKSHOPS &
NETWORKING

Accelerated,
Actionable,
Affordable.



Past Clients
Include:

AMADEUS

amazon

COMCAST

EVERSOURCE



KPMG

SAINT-GOBAIN

Spotify

KEY BENEFITS:

Each week focuses on a key skill with actionable takeaways to practice:

● **PROFESSIONAL COMMUNICATION AND PRESENCE:**

Master email, meetings, networking and conversations to make a great impression and get your message across clearly

● **GIVING AND RECEIVING FEEDBACK:**

Develop the skills to confidently give and receive feedback constructively and turn it into growth opportunities

● **TIME MANAGEMENT:**

Learn proven techniques to prioritize tasks, meet deadlines, and stay productive without stress

● **CONFLICT RESOLUTION:**

Navigate tough conversations and build strong workplace relationships

Plus - It's FREE for MA Small Businesses!



The **Early-Career Xcelerator (ECX)** is a dynamic, interactive bootcamp designed for new hires and early-career team members to master the unwritten rules of the workplace. Delivered in a fun and engaging format, it equips your team with the skills they need to thrive professionally.

Program Details:

- **6 sessions:** 4 in-person, 90-minute, action-based workshops; 2 monthly follow-up online group sessions
- All materials
- Pre- and Post-Assessments
- Graduation Reception
- Free onsite parking

In-Person Program - Waltham, MA

10 am - 11:30 am

Contact us for session dates

Why ECX?

For Participants:

- Build confidence and professional skills in an engaging, interactive format
- Gain a competitive edge early in your career
- Connect with peers from other organizations to expand your network

For Companies:

- Increase employee engagement and productivity
- Retain top talent by investing in their development
- Cultivate a more confident, professional team

SPECIAL INTRO OFFER:

Buy 2, Get 1 Free: Save \$995

Individual: \$995

FREE for MA Small Businesses!

This program qualifies for reimbursement for companies in MA with less than 100 employees. We'll show you how.

Scan the QR code to book a 15 min call to learn more:



Faculty Director, Erin McCormick

Former executive in innovation, tech, and entrepreneurship at Babson and UMass Boston, Erin has been CIO and founded three companies. Author of *Year of Action* and host of *The Inspire Lounge* podcast, with certificates from MIT in Business Innovation and Stanford in Positive Psychology and Well-Being. Erin designs programs that inspire leaders to be more innovative, confident, happy and successful - providing practical tools and a supportive community to achieve real results.



RESERVE YOUR SPOT:

(No Payment Required to Hold a Spot)

→ TheSFIL.com/ECX

In 90-minute interactive sessions, participants practice real-world scenarios through small-group activities, building confidence, enhancing skills, and receiving immediate feedback.

WEEK 1

Professional Communication and Mastery

Make a great impression through effective communication

OBJECTIVES:

- Craft clear and professional emails
- Navigate meetings confidently
- Build connections through networking and casual conversations

ACTIVITIES:

- Real-world scenario practice: Respond to challenging emails
- Role-playing: Introduce yourself in a networking setting
- Team exercise: Run a productive meeting

RESULTS:

- Write professional emails faster with improved clarity
- Build rapport with colleagues and external stakeholders
- Manage and contribute effectively to meetings

WEEK 2

Feedback as a Growth Tool

Build confidence in giving and receiving feedback

OBJECTIVES:

- Deliver constructive feedback respectfully and effectively
- Accept feedback without defensiveness
- Turn feedback into actionable growth steps

ACTIVITIES:

- Role-playing: Conduct feedback conversations in small groups
- Self-reflection: Apply feedback to a personal goal
- Guided discussion: Use feedback scenarios from real workplaces

RESULTS:

- Approach feedback with a growth mindset
- Foster a culture of open communication and continuous improvement

WEEK 3

Time and Task Management

Stay productive without feeling overwhelmed

OBJECTIVES:

- Master prioritization techniques
- Learn to say "no" gracefully and delegate effectively
- Avoid common time-wasting traps

ACTIVITIES:

- Group exercise: Analyze and re-prioritize a cluttered to-do list
- Role-playing: Delegate tasks with clarity
- Tools workshop: Explore simple apps for task management

RESULTS:

- Gain control of your schedule
- Complete tasks efficiently and effectively
- Experience reduced stress and increased productivity

WEEK 4

Navigate Conflict with Confidence

Build strong relationships through conflict resolution

OBJECTIVES:

- Understand the root causes of workplace conflict
- Learn strategies to de-escalate tense situations
- Build collaborative solutions and strengthen relationships

ACTIVITIES:

- Case study: Deconstruct a real-world workplace conflict
- Practice: Calmly address disagreements in role-plays
- Action plan: Personal strategies for managing conflict

RESULTS:

- Address conflicts calmly and constructively
- Foster better collaboration and trust within teams

Program Features

- Four, weekly 90-minute in-person sessions
- 2 follow-up monthly online group sessions to reinforce the learning

- Pre- and Post- Assessments
- All Materials, Action Plan and Toolkit
- Graduation Reception and Certificate of Completion