

The following services are offered to both individuals and companies to assist in becoming stronger leaders in their respective industries. Matt Birk and Company brings a wealth of experience and knowledge to each client served, always searching for ways to increase overall growth and improvement. For a FULL DESCRIPTION of the services below call 501-626-2630.

PRESENTATION COACHING

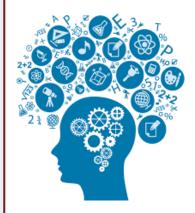


Whether coaching clients one-on-one or training in large group settings, Paul teaches the FUNDAMENTALS of presentation coaching. The areas Paul teaches have each been scrutinized extensively and CAN BE immediately implemented into the arsenals of frontline employees or mid- and upper-level executives. The SIX AREAS OF CONCENTRATION include:

- I. Organization and creation of a complete message
- II. Approach and delivery of a successful message
- III. Audience participation and response
- IV. Effective vocal delivery and composure
- V. Development of visual support and multimedia
- VI. Appropriate business communication etiquette

MB&C CONSULTING SERVICES OFFERED

- → ORGANIZATIONAL DIAGNOSTICS An organization armed with a precise analysis of the business environment experienced by its clientele is better positioned to implement systematic countermeasures in order to alleviate shortfalls and continue improving. Through a methodical diagnostic process, Matt and Paul will analyze key areas of your organization, offer tangible remedies, and implement a system of accountability.
- → SALES MANAGEMENT SOLUTIONS To insure your sales force maintains peak performance Paul has developed a specialized training for sales managers. Utilizing the companion instructor's guide for his book, *Sell With Confidence*, this intense workshop encourages managers to maximize their teams' potential no matter what's being promoted.
- → CAREER COACHING Whether you are planning to graduate from a secondary or postsecondary institution, are a seasoned professional, or fall somewhere in between, Paul will assist you in identifying a rewarding career path, help maneuver your transition, and offer support throughout your progression.







MODERATING MEETINGS: Understanding clear objectives, helping you achieve them, and expediting the process are keys to Paul's effectiveness as your meeting's moderator.

STRATEGIC PLANNING: As the moderator of your planning session, Paul brings a forward-thinking, six-step approach that not only garners results but increases awareness and ensures accountability.