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Paula Goebel

Communications, Productivity, Inter-generational Workplace Expert

“Adult learning should be not only informative but also lots of fun. Building strong business relationships and enhancing your credibility is more about how you say something rather than just what you say.” - Paula Goebel



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Language Spoken

English

Travel's From

Edmonton, Alberta

Speaker Biography:

Paula Goebel delivers high-energy and practical professional development workshops, seminars and keynotes. She is a seasoned speaker, corporate trainer and educator specializing in the areas of Business Communications, Leadership, and Personal Growth. Paula has captivated and empowered audiences from across Canada for over 20 years. Her sessions consistently receive rave reviews. Paula Goebel is well known for her humor and real-life examples. Since 2000, the Portuguese-born, Edmonton-raised professional speaker has taught various courses and workshops for MacEwan University Business Corporate Learning and Continuing Education spread across the communications spectrum, from Effective Business Writing and Email Etiquette to Presentation Skills.

“I believe adult learning should be not only informative, but also fun. I strive to inspire my audiences to move forward and take positive action both in their careers and also in their personal lives.” - Paula Goebel

Paula Goebel’s clients include organizations of all sizes from both the private and the public sectors as well as numerous professional and trade associations. Some of Paula’s clients include City of St. Albert, Canadian Western Bank, Blue Cross, MacEwan University, NAIT, and Landmark Homes to name a few. Her goal is to provide business professionals with tools and strategies for increasing their communication skills and productivity in today’s competitive workplace. In addition, for the past 17 years Paula has been an instructor in the School of Continuing Education at MacEwan University. She holds a Bachelor of Commerce Degree from the University of Alberta and a Business Administration Diploma from the Northern Alberta Institute of Technology (NAIT).

Since Goebel’s days in human resources when she recruited talent for a variety of companies, companies that still employ her as a trainer today, she has seen the world of communications evolve rapidly — so fast that she takes professional development courses herself to stay on top of it. Paula Goebel insists that continuous learning and communication is at the heart of success for employees, leaders and organizations alike. Communication skills, whether written or verbal, can be learned and honed.

The following sessions can be delivered in three formats: keynote, half day or full day:

- Succeeding in a Multi-Generational Workplace
- Communicating with Confidence and Impact
- Dynamic Communication Skills for the New Supervisor
- Creating a Positive Work Environment
- How to Deliver an Award-Winning Presentation Every Time
- Grammar Essentials for Business
- Effective Business Writing
- Developing the Leader in You
- Time Management and Priority Planning

Topic Presentations

Time Management & Priority Planning

Our systems produce smart individuals. The paradox of smart individuals is that they are often learn to make effective choices when faced with increasing demands and responsibilities. Select the right tasks, at the right time, every time. Discover a proven management process that includes the importance of action planning, and acquire the knowledge and tools you need to make things happen. We cannot make time; we must take it.

In this presentation, you will learn how to:

- Identify and eliminate time wasters
- Overcome barriers to achievement
- Turn intentions into actions and avoid procrastination
- Handle higher volume at a faster pace
- Recognize the difference between “what’s urgent” and “what’s important.”

Dynamic Communication for Supervisors

Supervisors must develop effective communication skills to enable them to better manage and interact with their employees and also to do a better job themselves. Good Communication involves both listening and speaking skills. Employees look to supervisors to provide them with information, listen to their concerns and provide feedback on their performance. With excellent communication skills, supervisors can lead their employees to success while still commanding respect.

In this presentation, you will learn how to:

- Capture your listener's attention
- Learn about active listening
- Deliver negative feedback with tact and professionalism
- Generate respect and collaboration in the workplace
- Say what you really mean in a clear and concise manner
- Defuse tense or explosive situations.

Communicating with Confidence and Impact

Do you ever feel like you aren't being heard? Your ability to communicate effectively increases your productivity and success in the workplace. Building strong business relationships and enhancing your credibility is more about how you say something rather than just what you say. In *Communicating with Confidence and Impact*, you'll discover effective techniques on how to speak up without offending, how to actively listen, and how to ask and receive effectively.

In this presentation, you will learn how to:

- Establish credibility through your communication skills
- Speak with confidence even in difficult situations
- Control your anger and emotional outbursts
- Interpret body language and tone of voice
- Become more assertive both in the workplace and in your personal life.

Succeeding in a Multi-Generational Workplace

For the first time in history, organizations have four generations working side by side. Stereotypes about generational characteristics sometimes prevent employees from working well together. A recent study indicated that 60% of employers are struggling with generational conflict. In this short session, you will learn about each generation's unique skills, values, and work styles.

In this session, you will learn:

- Examining each generation: Traditionalists, Baby Boomers, Generation X, and Generation Y
- Communication styles of each generation
- Identifying and addressing generational conflict
- How to successfully attract and retain the Generation Y
- How to effectively lead a multi-generational team

The Magic of Presenting: How to Deliver an Award-Winning Presentation Every Time

Does the phrase “oral presentation” send shivers down your spine? Does the word “audience” make you break out in a cold sweat? Public Speaking is an important skill in today’s workplace. A polished public speaker conveys competence and poise. In *The Magic of Presenting*, you’ll discover the tools you need to speak with confidence and clarity, and how to prepare presentations from start to finish. Voice control, body language, intonation, gesticulation and delivery style will also be discussed. It will all be done in a positive learning environment.

In this presentation, you will learn how to:

- Grab your audience’s attention within the first three minutes
- Eliminate nervousness and stage fright
- Deliver powerful PowerPoint presentations
- Connect with your audience by telling stories
- Speak intelligently even when unprepared.

Grammar Essentials for Business

Are you a confident writer? Do you often struggle to remember your grammar rules? Not sure where to place that apostrophe? If so, then this half-day workshop is for you. More than ever, proper written communication is essential for success in the workplace. Grammar Essentials for Business was designed for those who would like to brush up on their skills and tackle the most confusing grammatical errors.

In this presentation, you will learn best business writing practices for:

- Grammar Refresher
- Pronouns
- Irregular Verbs
- Subject/Verb Agreement
- Capitalization
- Apostrophes
- Using Numbers in writing
- Punctuation
- Word Usage and Sentence Structure
- Sentence Elements: Complete Sentences vs. Sentence Fragments
- Paragraph Structure: Incorporating Transitional Expressions

Videos



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Testimonials

“Paula customized presentations, exercises, and materials for three unique organizational and training programs. Her manuals were interesting, comprehensive, and well organized. The organization’s goals for the training sessions were met beyond our expectations.”

Bev Decore, Training and Quality Management Coordinator Appeals Commission For Alberta Workers’ Compensation

“Paula was hired to do several half day training sessions with our staff. She demonstrated an outstanding ability to connect and engage with our staff. She was knowledgeable, ‘real’, and used appropriate humour to deliver the message. People enjoy her style and takeaway lessons too!”

Barbara Penney, Director, Organizational Development at United Way

“Paula is an excellent instructor, who approached all content with enthusiasm and kept the class engaged throughout the course. She provided many examples, incorporated role play and had valuable class discussions that accommodated all learning styles.”

Trish Barrett, RPR Human Resources Manager, Brookfield Residential

“Paula was very organized, enthusiastic and she knew the material well. Paula is a fun presenter and very engaging.”

Philip K.

“This month I attended a two-day Business Writing and Grammar seminar through a well-known international training company. I found Paula’s class more interesting, interactive, and fast paced. She provided many examples in her workbook and covered the same amount of information in just one day in comparison with the two day seminar. I really enjoyed Paula’s class, and I’m looking forward to taking other courses with her.”

Adriana N.

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