

ABOUT THE AUTHOR

Carlene Reid



Carlene Reid is the President of Your Learning Institute, LLC where she advises organization leaders on how to develop and coach employees to become more effective at their work. She collaborates with management and employee teams to eliminate barriers to communication and productivity. She gained her experience from working with the DC Office of Personnel, The DC Lottery and Charitable Games Control Board and Events DC.

Carlene is a seasoned trainer with 15 years of training and facilitation experience. She has a full complement of training delivery skills that capture and engage her training participants. A certified instructor for the National Highway Institute, she teaches instructional systems design and presentation skills for the Institute. She teaches an array of other classes including time management, conflict resolution, assertive communication, cultural diversity, management development, customer service, accountability and productivity.

Carlene did her undergraduate work at Morgan State University and then received a Master's degree in Psychology from the University of California at Sacramento. She has a Quality Management Certificate from Marymount University and has been recognized for outstanding performance, both professionally and within the community. She lives with her son in Maryland.

Carlene is a conference speaker and workshop presenter on the topic of "How Can I Get It All Done?" A part of the "sandwich generation" herself, she loves to help people find ways to capture more time from their day to work on their wildly important goals.

She can be reached via email at carlene@yourlearninginstitute.com, online at yourlearninginstitute.com, or by phone at (301) 538-3631.