

# James Jeffley



**J**ames L. Jeffley is an award-winning trainer, certified facilitator, accomplished speaker and professional coach.

Over the past 20 years, he has been a manager, trainer, entrepreneur, professional musician, executive and coach. His extensive background in business and training, along with excellent presentation and facilitation skills has made him a highly-regarded and sought-after speaker. He has taught extensively throughout the US, Canada, Australia and the UK.

As an executive with Payless ShoeSource, James held positions of increasing responsibility that included the development of merchandising and distribution plans, performance of financial analyses, and implementation of marketing and clearance programs. He also wrote and delivered training on new computer systems to all buying groups.

He has taught a variety of technical courses for CompuMaster and was a multi-market Training Manager for CompUSA, where he was responsible for sales, human resources, training and staff development.

He helps organizations achieve their goals by sharing his skills and experience in training, coaching and developing people.

## Favorite Training Topics

Assertiveness Skills for Managers  
Coaching, Mentoring and Teambuilding  
Designing Successful Training Programs  
Effective Communication Skills  
How to Be a Better Trainer  
How to Handle Difficult People  
Leadership & Teambuilding Experience  
Management and Leadership Skills  
Powerful Presentation Skills  
Total Time Management: How to Organize Your Life - **And More...**

## Achievements

### Education

- Political Science, University of Kansas
- Professional Co-Active Coaching Program, Coaches Training Institute

### Certifications

- Certified Microsoft Office Master
- Certified Instructor, CompUSA, Inc.
- Certified Facilitator, Choice Performance
- IC3 Certified Technology Instructor

### Work History

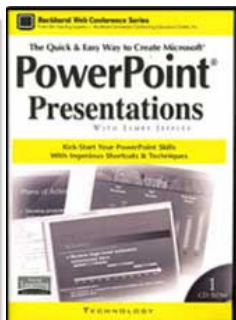
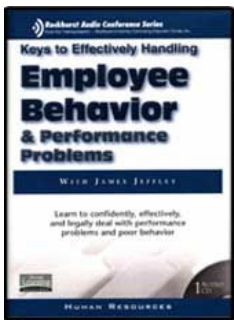
- Co-owner, The Jeffley Group, LLC
- Market Training Manager, Instructor, CompUSA, Inc.
- International Trainer, CompuMaster
- Owner, Black Tie Productions
- Positions with Payless ShoeSource:
  - Store Manager
  - Merchandiser
  - Buying Analyst
  - Merchandise Control Analyst
  - Associate Buyer- Accessories

## Acclaim

"I've learned more in this two day seminar than I did in a semester-long college course!"

"I think James was knowledgeable, professional, fun/funny. He is an excellent speaker and from what I experienced, I think he is capable of speaking on any subject."

"This seminar not only contributed to my being a good leader, but a better parent and husband as well.....a better human being overall."



To bring this speaker to your organization, contact:

**The Jeffley Group, LLC**

**510.412.0800 (O) / 510.978.7623 (C)**

**E-Mail: [JLJeffley@earthlink.net](mailto:JLJeffley@earthlink.net)**

## Clients Include

Affymetrix	Department of Defense
Alliance Bernstein	Genentech
Applied Materials	Environmental Protection Agency
Barry Appleman & Leiden LLP	Kaiser Permanente
California State University	PG&E
CareerBuilder.com	Pitney Bowes
Cisco Systems	Shell Chemical
Chevron	Social Security Administration
Community Family Services L.A.	Symantec
County of Santa Clara, CA	US Postal Service