



UP YOUR ORGANIZATION PART III

If you want to take your career to new heights – then this energizing one-day Personal Development Day will give you the boost you need to UP YOUR ORGANIZATION!

Back by popular demand for a third fantastic year, we've designed a roster of experts set to help you tap into all that your life has to offer.

With tips and strategies to evolve your listening skills...a look at manners and modern etiquette...and tricks that unleash your true potential—you're certain to leave the day inspired and set to soar in your career.

And to cap off the day, there will be an evening wine tasting and networking event open to all participants...and even those who couldn't make it for the seminars. So register today to get in on one of the most rewarding and enjoyable events of the year!

**Qualifies for
10 CHRP
recertification
points!**

Date: Wednesday, April 25th, 2007
Seminars: 8:30 a.m. - 5:00 p.m.
Wine Tasting: 5:30 p.m. - 7:30 p.m.

Cost:

- \$160 for Personal Development Day
- \$80 for Full-Time Students
- \$175 for Personal Development Day & Wine Tasting Event
- \$95 for Full-Time Students
- \$30 Wine Tasting Event only

Downtown Location:

The St. Andrew's Club and Conference Centre
150 King Street West, 16th Floor (King and York)
Toronto, Ontario
Phone 416-366-4228
www.standrewsclub.ca

www.thrpa.com



Toronto HR
Professionals
Association

1 **8:45 – 10:20 Increase Your Personal Impact – Jamie Broughton**

How do you play an increasingly influential role throughout your career? Many of us don't do as well as we could because we're limited by what we think and we're stuck in approaches we've used in the past. This engaging and enlightening workshop will help you understand that many of the common myths and assumptions about what it takes to be effective are false. In this workshop, Jamie give you the essential tools and perspectives you need to increase your personal impact and get the results you want.

About Jamie: Jamie Broughton is the founder of www.FootprintLeadership.com He specializes in working with new and emerging leaders, "go-getters" who want to create highly engaging, rewarding careers and the organizations that want to keep them.

2 **10:40 – 11:35 Listening: The Evolving Skill – Bina Feldman**

What are the factors that affect listening in today's workplace? Diverse workforce, harried pace, access to information - these among other issues greatly impact listening. Strong listening involves obvious skills such as attentiveness, clarification and probing and more subtle skills such as creating opportunity for listening, structuring language to support listening and consideration to quantity and quality. Join Bina Feldman for this personal and professional exploration of listening – the evolving skill.

About Bina: Bina Feldman is a corporate training consultant and coach specializing in Personal & Professional Development. She holds a Bachelor of Arts Degree in Psychology and a Master's Degree in Speech Language Pathology.

3 **11:40 – 12:30 Manners and Modern Etiquette – Anneli LeGault**

Modern Manners and Business Etiquette; Good manners and business etiquette can have a significant impact on your career.....employers want managers and executives who can excel in social business situations as well as in the Boardroom. Good business manners include everything from using the right fork to acknowledging the differences in cultural etiquette in our diverse workplace. Annalie Legault will give you a crash course in business etiquette and give you the confidence to relax and enjoy those business lunches with clients, co workers and executives.

About Anneli: N. Anneli LeGault is a partner with Fraser Milner Casgrain, LLP and Manager of Labour and Employment Law.

4 **1:30 – 3:00 Charge Up Your Career and Your Life – Bob Koehler**

A high level of energy is a cornerstone quality of successful people and organizations. In this session, you will learn how to develop and sustain extraordinary levels of personal energy to deal with your daily challenges and deliver extraordinary performance. And, you will discover how you can add more value to the things you do and how to become adept at keeping your passion alive.

About Bob: Bob Koehler spent 24 years in the corporate world in marketing, business development, customer service and human resources. In 1986 he took his life's journey to a whole new level and founded Bob Koehler and Associates Inc., (a fortune 500 company-in-training).

5 **3:15 – 4:50 Make the Connection – Tim Cork**

Would you like to make an impressive and lasting connection with people? Tim Cork will demonstrate how you can unleash your potential by using proven strategies and techniques in networking. You will learn how to look genuinely good through appropriate use of body language and how to feel great by having confidence and purpose. You will never look at networking the same way again!

About Tim: Tim Cork is the President of NEXCareer, a Canadian provider of Career Transition, Outplacement and Executive Coaching services. He is a sought after speaker and has been published in numerous magazines & papers. Tim is also the author of the best seller "Tapping the Iceberg".