

45TH ABMTS WORKSHOP SYNOPSIS

TRACK	WORKSHOP TITLE	WORKSHOP DESCRIPTION
LEADERSHIP	<i>Perception is Reality</i>	This workshop will focus on perceptions and how they affect your life. Living in today's society in which interacting and relating to others is necessary for survival and success in today's world. Other people's perceptions can dramatically shape your self-concept and self-esteem. Don't allow perceptions to cloud your better judgement.
BUSINESS ENHANCEMENT	<i>The Oz Principle: Individual and Organizational Accountability</i>	The Oz Principle shows how people who accept accountability for making things better move beyond their victimization to overcome obstacles, deal with setbacks and rise to new heights. Managers and employees continually ask the question: "What must I do to operate above the line?" The real answer lies within you. You can create higher success by traveling down the right road to achieve what you desire through accountability. You must be responsible for your own actions, reactions, attitude and development. What are you waiting for? It is time to take control of your situation and discover the yellow brick road waiting for you.
	<i>Tools to Solving Our Own Problems</i>	This workshop includes interactive activities that includes assigning two to four groups a simple problem to solve from start to finish. Each group would present their findings and the potential result if the plan was accepted. Group discussion would include how the group formed, communication and collective brainstorming and development of final project. The presenters would be facilitative rather than lecturers. The problems would be based on current IRS concerns or AIM issues, e.g., improving quality in a phone environment or succession planning for the chapter.
PROFESSIONAL DEVELOPMENT	<i>"AIM" for the Sky: Move Beyond Where You Are</i>	Participants will learn how to develop a self-assessment of their career; identify possible barriers that may prevent them from moving forward in their career; identify career goals, aspirations, to develop a career goal statement (short & long term); and will discuss the importance of a mentor, coach, and sponsor. Participants will also receive tips on being an effective leader. Participants are required to bring a pen/pencil. Packets will be distributed to all participants.
	<i>Change, Change, Change (Adapting to Change at Work)</i>	Change is not an event; it is a process. Change can happen quickly and in some situations can be urgent! However, it can take time for individuals to make the transition from one way of working to another. The change process isn't simply about introducing new systems and the best way to use them. This course will offer ways to help employees adjust to change. Offer helpful communication techniques, ways to hurdle new obstacles and techniques to deal with the frustration that comes with change.

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COMMUNICATION	<i>Interviewing Skills</i>	Even the smartest and most qualified job seekers need to prepare for job interviews. Why, you ask? Interviewing is a learned skill and there are no second chances to make a great impression. It's about demonstrating confidence.
	<i>The Art of Networking</i>	Find out what it takes to be successful in a fast-changing, demanding world of diversity, racial and gender differences. In this fast paced interactive workshop you will come away with new skills, new perspectives and a brand new take on networking.
PLANNING FOR THE FUTURE	<i>Thrift Savings Plan and Wealth Building</i>	The Thrift Savings Plan, "TSP, has always been a good way to save for retirement. It's gotten even better with the addition of the "Roth" option for contributions. The workshop provides some considerations for investors when deciding whether or not to utilize this new option. The workshop will also address how to obtain alternative ways to gain additional income.
	<i>What you need to know about Social Security?</i>	A closer look at your social security benefits. Provides an indepth explanation on the death, disability and retirement benefits of social security.