



Chapter Meeting Wednesday December 7, 2011



The InterContinental Hotel Yorkville
220 Bloor Street West Toronto ON M5S 1T8
<http://toronto.intercontinental.com/>

Agenda

5:15pm - 6:00pm	Foyer	Registration/Networking
6:00pm - 6:15pm	Barclay Room	Welcome /Announcements
6:15pm - 6:30pm	Dessert Topic	
6:30pm - 7:30pm	Program	"If You Aren't Appearing, You Are Disappearing" - Colleen Clarke
7:30pm - 8:00pm	Participation	Good of the Order/Networking

"If You Aren't Appearing, You are Disappearing"

Increasing your workplace profile brings you front and centre with decision makers who can influence your future. Whether you prefer to be a silent, effective type or a team organizer and trail blazer, this session will introduce you to strategies you can implement to become the go to person or the resident expert in your department or company. You will also learn how to make a positive professional impression at business functions by practicing business etiquette - how to engage others, how to exchange business cards, where to wear your badge, and how to disengage from a conversation. Be prepared to have fun!

Always motivating and preferably humorous, Colleen has inspired and edu-tained thousands of individuals to career excellence through her presentations, writings and career counseling.

Networking: How to Build Relationships That Count: \$16

The Power of Mentorship book series: "The Mastermind Group": \$20

Both Books: \$35

1 recertification point awarded

Regular Meal:

Celeriac & Parsnip Puree with
Crumbled Blue Cheese

Corn Fed Roast Turkey
Chestnut Stuffing, Caramelized Onion Gratin
Traditional Gravy & Cranberry Compote

Vegetarian Meal: TBD

Dessert:

Warm Plum Pudding with
Rum Vanilla Sauce

Dinner is accompanied with Fresh Rolls, Creamery Butter,
Freshly Brewed Illy Coffee and a Selection of Fine Tea

Registration Fee: Members \$35; Guests \$40
Visa and MasterCard accepted at the door

Walk in attendees will not be accommodated.

[Click Here To Register](#)

Register (or cancel if your plans change) no later than 4 pm on
December 2, 2011

We are a non-profit association. Cancellations must be
received by the deadline or you will be invoiced.