

Hall

9:00 A.M. TO 4:30 P.M. (Continental Breakfast at 8:30 A.M.)

Best Western Plus Dartmouth Hotel & Suites, 15 Spectacle Lake Drive, Dartmouth

April 13, 2016



COST FOR THE FULL DAY CONFERENCE INCLUDES

BREAKFAST, LUNCH, TWO COFFEE BREAKS, ALL FOUR SESSIONS & HANDOUT MATERIALS.

Early Bird Registration:

Payment and registration must be received by February 19, 2016.

Get your registration in by February 19, 2016 and become eligible to win training programs worth \$1000!

Management TodayTM: Workplace Updates Today's Critical Issues in Employment Law



Kyle MacIsaac, B.A., LL.B, Associate, McInnes Cooper

Managing people today in a truly diverse and changing world has its challenges. The legal landscape for employers continues to evolve. This presentation will address tips and recent developments in the following areas:

Violence Risk Assessment: How Do You Turn Down the Heat?

Most recent statistics show that there were over 300,500 reported incidents of violence including assaults with a weapon,

- Family Status Accommodations: The do's and don'ts of responding to a Family Status request.
 - What an employer can and cannot request of an employee.
- · Discipline for Off Duty Conduct:

Lauren Evans, President, LEI Consulting

- What constitutes off duty conduct in the age of Social Media? Proper components of a good workplace policy
- Performance Related Terminations: Best practices for managing performance Are older employees entitled to different standards of performance?



Lauren Evans



Brad McRae



Jacqueline Throop-Robinson

Spring 2016

The Seven Strategies of Master Presenters

Dr. Brad McRae, Director, Atlantic Leadership Development Institute

The sign of a great speech is one that has the Intellectual Power to deliver the message and the Emotional Force to move the audience to new ways of thinking and behaving. In this hands-on workshop, you will learn how to use the strategies that differentiate masterful presentations from their less effective counterparts.

The Seven Strategies of Master Presenters is based on the book of the same name. Brad and his co-author interviewed over 30 of the best presenters in North America in order to discover how they became Master Presenters.

Whether it is a one-on-one presentation, a sales call, a presentation to a small group, or an audience of a thousand, this will help you become a Master.

Sign In Your Teams: Connect, Collaborate and Create with Ease

Jacqueline Throop-Robinson, CEO, Spark Engagement

Take your teams and leaders beyond the basics. In today's world, teams are much different than years ago. The traditional "team in a box" no longer serves organizations as well. More often individuals are interacting with people from within their own workplace, other organizations and communities. There is value and strength in being able to easily transition and adapt to each new interaction.

Explore the Golden Rule of Collaboration at work, build on ideas with proven techniques, deal with people who create barriers and work with mistakes. Obtain practical tools and techniques for everyday use and work with others constructively. Learn how to take your team to the next level and how to apply these principles in both your professional and personal lives.











Institute of Professional Management • Workplace Today[®] Online • Association of Professional Recruiters of Canada • Canadian Management Professionals Association • Canadian Association of Assessment Specialists • Canadian Professional Trainers Association

Discover the process of Violence Risk Assessment, a structured approach to identifying, understanding and managing

sexual assaults and rape in workplaces across Canada in a single year.

workplace violence. Learn how to recognize and interpret the signs of potential violence and how to implement effective scenario management strategies at an organizational level to protect your employees and prevent future violence in your organization.

Can your employees recognize the signs of potential violence? How well do you really know the person working next to you? What does it matter to you if your colleague is having relationships problems at home?

Book Today and Save!

*Register three (3) participants from the same organization at the same time and the 4th attends free!

More information and registration: **www.workplace.ca** and click on "**Events**" <u>OR</u> fill out the registration form below.

Don't wait for the last minute to reserve your place. Get involved and stay on top of your field and your industry.

Early Bird Registrations:

payment and registration

received by February 19, 2016

Members of APRC/CMPA/CAAS/CPTA & Students: **\$139** (\$159.85 incl HST) per person

Non-Members/Guests: **\$159** (\$182.85 incl HST) per person

Regular Registrations:

payment and registration

received after February 19, 2016

Members of APRC/CMPA/CAAS/CPTA & Students: **\$199 (\$228.85 incl HST) per person**

Non-Members/Guests: **\$219** (\$251.85 incl HST) per person

Cost for the <u>full day</u> includes breakfast, lunch, coffee breaks, all four sessions and handout materials.

Early bird registrants qualify to win management training programs worth \$1000!

FAX-BACK REGISTRATION FORM 1-866-340-3586

| FOR FURTHER DETAILS, CALL 1-888-441-0000 Halifax: April 13, 2016 | | | OR MAIL TO: IPM – INSTITUTE OF PROFESSIONAL MANAGEMENT 2210-1081 AMBLESIDE DRIVE OTTAWA, ON K2B 8C8 | | | |
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| Name* | | 1 | Title | | | |
| Company | | | Address | | | |
| City | | Province | | | Postal Code | |
| Telephone Fax | | | Email | | | <u> </u> |
| PAYMENT INFORMATION - OPTION 1: VISA MASTERCARD EXPIRY DATE (MM/YY) CARD # CODE | | | ATTENDEE INFORMATION: Number of colleagues registering with you on this form: *Names: | | | |
| Card Holder's Name: | | | | | | |
| Signature: | gnature) | | | | | |
| OPTION 2: CHEQUE (enclosed, made payable to IPM) Don't forget to add the 15% HST (Our GST #: 892341421RT0001) | | | APRC/CMPA/CAAS/CPTA Members & Students (x) | | | |

NOTE: Payments MUST accompany registrations. Space is limited so to avoid disappointment, REGISTER NOW!