

# Vancouver

April 9, 2014



9:00 A.M. TO 4:30 P.M.

(Continental Breakfast at 8:30 A.M.)

Georgian Court Hotel,  
773 Beatty St., Vancouver

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 21, 2014.**

Get your registration in by February 21, 2014 and become eligible  
to win training programs worth \$1000!

## THEME: Management Issues for Today's Workplace

### Legal Update: Manage Your Greatest Assets- Your Employees



Michael Weiler

**Michael Weiler, B.A., LL.B.** – Principal/Law Corp, Michael Weiler Employment + Labour Law

This legal update will provide some legal and practical tips to assist you in all aspects of managing the employment relationship from beginning to end. Obtain tips and references to some leading court and human rights decisions on:

- \* **Hiring** – This is a most important area because a mistake here can be very costly.
- \* **Managing the Absent Employee** – How do you keep productivity up and still comply with Human Rights laws and the duty to accommodate?
- \* **Creating and Maintaining a Respectful Workplace** through effective bullying and harassment policies tempered by a good dose of common sense.
- \* **The Termination Interview** – preparation and execution.

Obtain insights that will assist you in not only avoiding costly legal battles but also in getting the most out of your employees.

### Tapping Non-Traditional Talent Pools in BC: Maximize Human Capital



Kerry Jothen

**Kerry Jothen, B.A., M.A., CEO** – Human Capital Strategies

BC's growing economy is facing a perfect storm in terms of supply of skilled workers. While skill shortages are showing in some key trades, technical, professional and management positions, increasing retirements from the aging workforces of many sectors are expected in coming years. Less young people will be coming out of the school system. Meanwhile, competition from employers in other provinces and countries are ramping up their attraction and recruitment strategies to mine BC's talent.

Discuss trends and implications of tapping non-traditional talent. This talent category includes Aboriginal youth, landed immigrants, persons with disabilities and women. Many organizations often lack the capacity to take the extra measures to recruit from these groups. We'll examine present strategies and best practices for doing so, including some BC examples.

### Beyond Engagement: Energized Employees = Better Results



Dawn McCooley

**Dawn McCooley, MA, CMC** – Skills Development Manager, Women's Enterprise Centre

What is the key to today's business success? The answer: having engaged and productive employees. Why do employees leave? More importantly, what makes them stay? In this interactive session, learn how to measure engagement, create rewards that fit small business budgets and become an employer of choice! You will get an action plan and practical tools that you can implement immediately.

You'll understand not only why employees leave, but more importantly- why they stay. Determine the best practices that will fit with the unique culture of your business. You'll then create an action plan to increase employee retention that can be used in organizations of all sizes and types. You'll see a growth in business results and a whole new group of "best" employees!

### Presentations that Influence – The Road to Success



Wayne Rawcliffe

**Wayne Rawcliffe, MBA** – Founder & President, Senga Consulting Inc.

Every day we either give presentations or attend them. At their best, they are entertaining; at worst, unorganized with unclear objectives. Much of our reputation in an organization is determined by our communication skills, especially in the presentations we make. Learn to create presentations that influence.

Review the reasons to design your presentation around your audience's needs- not yours. Learn how to enhance the impact and make better use of images and pictures. Gain insights on how to engage your audience in a conversation. Obtain tips on how to create an environment where the audience immediately wants to support your ideas and recommendations. This session will help managers, executives, team leads and team members to better prepare, develop and deliver presentations that achieve their objectives.

Spring 2014

# 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](http://www.workplace.ca) and click on "Events"  
OR 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 21, 2014**

Members of  
APRC/CMPA/CAAS/CPTA & Students:  
**\$119 plus HST per person (\$133.28)**

Non-Members/Guests:  
**\$139 plus HST per person (\$155.68)**

## Regular Registrations:

payment and registration

**received after February 21, 2014**

Members of  
APRC/CMPA/CAAS/CPTA & Students:  
**\$179 plus HST per person (\$200.48)**

Non-Members/Guests:  
**\$199 plus HST per person (\$222.88)**

*Cost for the full day 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

### PLEASE INDICATE WHICH CONFERENCE YOU WISH TO ATTEND

Vancouver: April 9, 2014

OR  
MAIL TO: IPM – INSTITUTE OF PROFESSIONAL MANAGEMENT  
2210-1081 AMBLESIDE DRIVE  
OTTAWA, ON  
K2B 8C8

Name*		Title	
Company		Address	
City	Province	Postal Code	
Telephone	Fax	Email	

### PAYMENT INFORMATION

**- OPTION 1:**  VISA  MASTERCARD EXPIRY DATE (MM/YY)

CARD #                        
CODE

Card Holder's Name: \_\_\_\_\_

Signature: \_\_\_\_\_  
(not valid without an authorized signature)

**- OPTION 2:**  CHEQUE (enclosed, made payable to IPM)

Don't forget to add the 12% HST (Our GST #: 892341421RT0001)

### ATTENDEE INFORMATION:

Number of colleagues registering with you on this form: \_\_\_\_\_

\*Names: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APRC/CMPA/CAAS/CPTA Members & Students (x \_\_\_\_\_)

Non-Members & Guests (x \_\_\_\_\_)

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