

Working Women

A Day of Fun, Learning and Inspiration.

Whether you are in administration, sales, the service industry or running your own business, **this conference is for you!**

Friday April 24, 2009 – 8:30 – 4:30
Legends on the Niagara Golf Club
3351 Niagara Pkwy, Niagara Falls



Success Strategies for Working Women – Laurinda Dovey

Do you lack the time to accomplish everything? Do work pressures leave you tired and stressed? Are you pulled in different directions due to conflicting priorities? Do you get the respect you deserve? In this workshop you will learn:

- ◆ How to be an effective self-manager.
- ◆ Communication techniques that will enhance your credibility and professionalism.
- ◆ How to stay healthy and manage your stress.

Business Etiquette: Lasting Impressions – Laurie Flasko

When it comes to success in modern business, communicating with confidence is essential. Whether it's the boardroom, the dining room or the locker room, you need to put your best foot forward. This fun and interactive session will help you to master that important first impression and to attain your personal and professional best. Topics covered in this session:

- ◆ The elements of a first impression.
- ◆ Five essential behaviours for greetings in North America.
- ◆ Proper use of business cards.
- ◆ Basics of networking.

Special Surprise Presenter: Be prepared for some pampering.

About Your Presenters . . .

Laurinda Dovey, Horizons Unlimited

Laurinda combines 15 years of administrative and management experience, with proven knowledge and leadership skills in the health and wellness industry. Laurinda brings to her audiences strategies for success in business and in life.

For more info: www.horizonsunlimited.ca

Laurie Flasko, Laurie Flasko Consulting

Laurie has helped many companies to create innovative solutions for success. She creates training programs that get results! Her vision is to deliver enhanced business advantage through the development of insightful solutions.

For more info: www.laurieflasko.com.

Cost: \$199+GST – includes Continental Breakfast, Buffet Lunch & Participant Resource Guide
Registration: 905-357-2345 or book on-line at www.horizonsunlimited.ca (major credit cards accepted)

*****Early Bird Registration prior to March 20th - 10% discount*****