



Halifax

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

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

Ramada Plaza Park Place Hotel
& Conference Centre
240 Brownlow Ave, Dartmouth

April 15, 2015

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 20, 2015.

Get your registration in by February 20, 2015 and become eligible
to win training programs worth \$1000!

THEME: *Management Issues for Today's Workplace*

Today's Critical Issues in Employment Law

Sarah Manning, LL.B. – Senior Associate, *Taylor MacLellan Cochrane*

Owners and senior executives may feel like they no longer run their own organizations when it comes to employee management. In this session, learn how to take that power back in these areas:

The Untouchables — Long term employees with poor performance can have a serious impact on the workplace. Discover how to performance manage “the Untouchables” while minimizing your risk of a bullying or harassment claim.

Negative Work Environment — It can result in resignations, sick leave and harassment complaints. Discuss how to neutralize a negative workplace through a Workplace Restoration and how to prevent a negative workplace from developing.

Take Back Your Rights — A properly worded employment contract can help minimize your risk and protect you. Obtain tips on contract language. Key areas will include reasonable notice upon termination, just cause, and non-competition and non-solicitation clauses.



Sarah Manning

Changing Problem Behaviour Without Discipline

**George Raine, President, Montana Consulting Group and
Maxime Labbé, Senior Partner, Montana Consulting Group**



Maxime Labbé

In this high energy session, discover the Turnaround Interview® technique for coaching employees to break bad workplace habits without using or threatening discipline. This technique corrects minor but persistent problems like lateness, excessive breaks, missing deadlines, negative comments, improper use of work time and similar behaviours.

Learn how and why people naturally defend bad workplace habits and why they resist change. Discover how to use that knowledge to overcome the resistance and how to make the change stick. Review techniques to control the flow of the conversation and phrase your questions to get the best chance of success. You will rethink your instinctive approaches to these tough conversations. The Turnaround Interview® technique is producing dramatic results in 90% of cases.



George Raine

Recruiting – Are You Marketing Jobs or Selling Them?

Paul Kidston, MBA, CSP, P. Mgr., President – Lead Consultant, Sales Training Experts®

Attracting and retaining good employees is more than a marketing exercise. It is a sales job. In the name of marketing efficiency we may have sacrificed sales effectiveness in the recruiting process. 70% of applicants never speak with a warm body from a company. Are the 30% really the best candidates? Key Words drive candidate success and candidates are figuring this out. A quick Google search and candidates will find lots of information to help write their resumes to ensure they are selected. In some absurd way, we have technology training people to outthink technology.

Effective recruiters use persuasion and influence strategies to describe the very foundation of the good work they do. Obtain insights into the ‘sales job’ of recruitment, the influence and persuasion strategies most often used along the recruitment path. Whether you are responsible for a large staffing department or a front line manager hiring staff directly, this is a must see session.



Paul Kidston

The Art of Flourishing

Carla Anglehart, Vice-President Training and Development, Atlantic Leadership Development Institute

Dealing with poor attendance, poor performance, individual and team conflicts?

There are some fabulous tools, processes and systems that managers can utilize to support them in addressing these and other workplace issues. At times, even when managers implement the best tools and strategies, the undesirable behaviours persist.

Learn about the root cause of the behaviours. Explore the elements of authentic happiness and move beyond the goal of employee satisfaction and engagement to the gold standard of “flourishing”. Flourishing is thriving, vigorous growth and resilience. Gain insights about enhancing well-being and leveraging employee's virtues and signature strengths to optimize your workforce.



Carla Anglehart

Spring 2015

Sponsored by:



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

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"
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 20, 2015

Members of
APRC/CMPA/CAAS/CPTA & Students:

\$119 plus HST per person (\$136.85)

Non-Members/Guests:

\$139 plus HST per person (\$159.85)

Regular Registrations:

payment and registration

received after February 20, 2015

Members of
APRC/CMPA/CAAS/CPTA & Students:

\$179 plus HST per person (\$205.85)

Non-Members/Guests:

\$199 plus HST per person (\$228.85)

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

FOR FURTHER DETAILS, CALL 1-888-441-0000

Halifax: April 15, 2015

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

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Card Holder's Name: _____

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(not valid without an authorized signature)

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

Don't forget to add the 15% 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!