

Creating an Inclusive Workplace: Everyone Counts!

Date: Thursday, May 3, 2012

Time: 9:00 a.m. – 12:00 p.m.

Registration Deadline: April 19, 2012

Fee: \$30.00

Location: Pace University Graduate Center, One Martine Avenue, White Plains
Partially underwritten by CHASE 


This half-day workshop will focus on learning how to create an inclusive work environment where all people feel valued and supported. Through self-assessment, participants will identify their own biases, prejudices, and cultural filters, and their impact in the workplace. Participants will also examine their organization’s culture, management practices, and interpersonal relationships to see if they support and develop diverse employees at all levels. See what changes you can make right now to create a more inclusive environment.

Topics to be discussed:

- Sources of false assumptions and how to overcome biases and prejudice
- How to speak up and counteract prejudice.
- Changes you can make right now.
- Techniques for improved communication skills.

Who should attend: Executive directors, human resource officers, program managers, supervisors and volunteers.

Presenter: Ms. Lauren Supraner is the president and founder of CAL Learning, a culture and language consulting company. With 20 years experience, Lauren has developed and delivered programs for Fortune 500 companies, government agencies and not-for-profits. Previously, Lauren was Director of Training and Workforce Development at Pace University. She holds an MA in TESOL from Columbia University.

 United Way now offers Eventbrite, a secure online credit card payment option, for payment of registration fees for the Management Center courses. Receipt of your payment will be emailed to you. Please go to www.uwwp.org/pace.htm

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Please send completed registration form and \$30.00 fee. Please indicate method of payment:

- Check (payable to United Way)
- Credit Card: MasterCard Visa American Express Discover

Card no. _____ Exp. Date _____

Card Holders Name _____ Signature _____

Mary Ann Luna, Director of Management Center Initiatives

United Way of Westchester and Putnam, 336 Central Park Ave., White Plains, NY 10606

Questions? (914) 997-6700, ext. 740 Fax: (914) 949-6438 E-mail: mluna@uwwp.org

Name _____ Title _____

Agency _____

Address _____

Phone _____ Email _____



Testimonials

"Inspirational, hands-on. Very applicable to my work!" (A Coaching Approach to Writing Workshop)

"Forcing the brain to think beyond just being told to go find money." (Unsticking Your Grant Proposal Workshop)

"Very motivating!" (Best Practices in Leadership Succession Planning Workshop)

"Good education on reaching out to people, understanding their needs, creating a brand and selling your page or your organization." (How NFP'S Can Leverage the Web: Marketing Your Organization Using Social Media Workshop)

"Gave us individual attention and concrete examples of how to better our grant proposals." (Unsticking Your Grant Proposal Workshop)

"Learning the best methods to market and how to evaluate which tool will work best with your organization." (How NFP'S Can Leverage the Web: Marketing Your Organization Using Social Media Workshop)

"Great! I really learned a lot about myself and how common our needs are." (A Coaching Approach to Writing Workshop)

"This information will benefit me greatly." (Planning, Managing and Evaluating Projects for NFP's Workshop)

"Brought an awareness of outcome of services from a programmatic point of view vs. financial." (Planning and Budgeting for Not-for-Profits Workshop)

"I enjoyed the workshop. It increased my awareness and taught me more about myself." (A Coaching Approach to Writing Workshop)

"I was able to relate what I learned directly to my job." (Planning, Managing and Evaluating Projects for NFP's Workshop)

"He gave me the tools to advance my skills." (Planning, Managing and Evaluating Projects for NFP's Workshop)

"Learned I have a long way to go - very valuable information!" (How NFP'S Can Leverage the Web: Marketing Your Organization Using Social Media Workshop)