

APRIL POSTCARD



10th Annual CPI Conference
Wednesday, April 16
Kerr Scott Building, NC State
Fairgrounds

VOLUNTEERS NEEDED!

LMDA is looking for volunteers to help make the tenth annual CPI Conference a success! Volunteers are needed on two days:

- **Monday, April 14:** Help prepare packets to be given to all CPI Conference participants. The annual “folder stuffing” will be held at the Large Conference Room at 401 Oberlin Road from 12-1.
- **Wednesday, April 16:** Volunteers are needed to help with registration and conference logistics. If you would like to volunteer at the conference, please register for the conference online at <http://www.ncdot.org/programs/cpi/> by **Monday, April 7.**

Please contact Katina Thompson at 733-2039 or at ksthompson@dot.state.nc.us if you would like to volunteer at one or both of these events.

April- May Calendar

Day	Meeting	Time	Location	Contact
10 April	LMDA Board	12-1	Highway Room 470	Any Board Member
12 April	Cary Road Race: 5k, 10k, 1-mile Fun Run	8:30 am	Regency Park, Cary	Erin Hendee
14 April	CPI Conference Packet Preparation- <i>Volunteers Needed</i>	12-1	Large Conference Room, 401 Oberlin	Katina Thompson
16 April	CPI Conference- <i>Volunteers Needed</i>	9-4	Kerr Scott Building, State Fairgrounds	Katina Thompson
22 April	Professional Development: Managing Upward	8:30- 12:30	T&D Center, 313 Chapanoke Road	Glenn Dennison
8 May	LMDA Board	12-1	TBA	Any Board Member
15 May	Lunch and Learn: Where is the Cheese? Adapt to Change	12-1	TBA	Kimberly Hinton
20 May	Professional Development: Understanding Organizational Change	8:30- 12:30	T&D Center, 313 Chapanoke Road	Glenn Dennison



MANAGING UPWARD

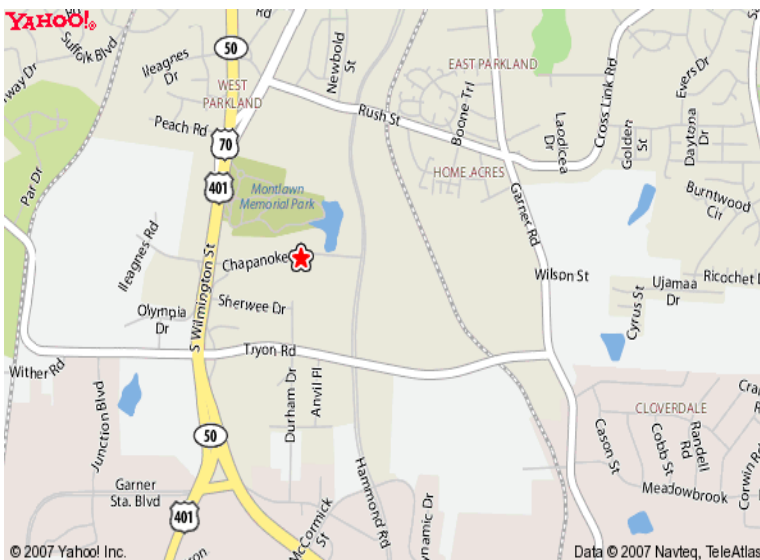
APRIL 22, 2008

Who Should Attend? Anyone wishing to position themselves for upward professional mobility. This workshop introduces techniques for developing positive working relationships with those above you in the organization.

Workshop Objectives

- To show how to communicate with a boss effectively
- To show how to identify types of leadership personalities
- To help solve employer-employee relationship problems

DATE:	April 22, 2008	COST:	\$40 (Checks payable to NCDOT LMDA) **Supervisory approval needed for reimbursement**
TIME:	8:30am-12:30pm	FACILITATOR:	Kathi Parker, OSP Human Resource Development
LOCATION:	NCDOT Training & Development 313 Chapanoke Road Suite 201, Room 203	ADDITIONAL BENEFITS:	- 25% Discount on next year's membership dues - 3.5 PDH



Note: If needed, the NCDOT Vendor Number for LMDA is 38661

HOW TO REGISTER

Contact **GLENN DENNISON** no later than **APRIL 10**, using one of the following methods:

EMAIL: Gdennison@dot.state.nc.us

FAX: 919.733.1194

MAIL: NCDOT LMDA
 Attn: Glenn Dennison
 P.O. Box 25039
 Raleigh, NC 27611-5039

Seats are limited to 24
 Refreshments and textbook will be provided

Questions? Contact Glenn Dennison at 733-9513

For Additional Professional Development Opportunities Check our Website
www.ncdot.org/lmda

ENROLLMENT FORM FOR MANAGING UPWARD, APRIL 22, 2008			
Name:		NCDOT Personnel Number:	
Dept/Section:		PE Number:	
Address:		Phone:	
City:	ZIP:	Email:	



UNDERSTANDING ORGANIZATIONAL CHANGE

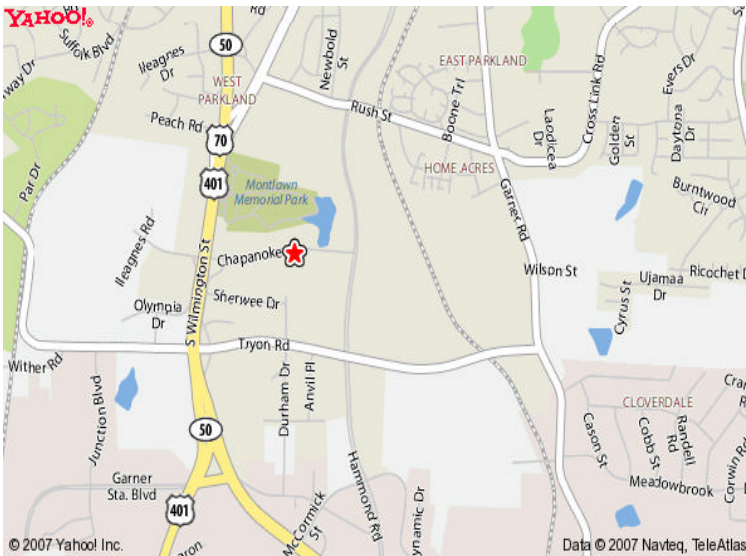
MAY 20, 2008

Who Should Attend? This course is designed to provide managers and supervisors with an overview of the process of change and discuss the impact change has on employees. Specifically, the course will review various change management theories, as well as discuss the different types and levels of resistance to change. Strategies for addressing change resistance are discussed. This course uses a course book, self-assessments, exercises, and class discussion to help participants better understand and manage change.

Workshop Objectives Are To:

- Understand the phenomenon of change
- Review theoretical change models (e.g., force field analysis, gap analysis, NACA, Grief Cycle)
- Explore theories of how people react to change
- Learn change management strategies
- Identify the traits and behaviors of a change leader

DATE:	May 20, 2008	COST:	\$40 (Checks payable to NCDOT LMDA) **Supervisory approval needed for reimbursement**
TIME:	8:30am-12:30pm	FACILITATOR:	Elizabeth Neely, Management Engineer, Office of Environmental Quality
LOCATION:	NCDOT Training & Development 313 Chapanoke Road Suite 201, Room 203	ADDITIONAL BENEFITS:	- 25% Discount on next year's membership dues - 3.0 PDH



Note: If needed, the NCDOT Vendor Number for LMDA is 38661

For Additional Professional Development Opportunities Check our Website

www.ncdot.org/lmda

HOW TO REGISTER

Contact GLENN DENNISON no later than MAY 9, using one of the following methods:

EMAIL: Gdennison@dot.state.nc.us

FAX: 919.733.1194

MAIL: NCDOT LMDA
 Attn: Glenn Dennison
 P.O. Box 25039
 Raleigh, NC 27611-5039

Seats are limited to 24
 Refreshments and textbook will be provided

Questions? Contact Glenn Dennison at 733-9513

UNDERSTANDING ORGANIZATIONAL CHANGE, MAY 20, 2008			
Name:		NCDOT Personnel Number:	
Dept/Section:		PE Number:	
Address:		Phone:	
City:	ZIP:	Email:	