

NAWIC **PROFESSIONAL DEVELOPMENT AND EDUCATION** PDE NEWSLETTER

Builds

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HELLO FROM THE 2017-2018 PDE COMMITTEE

Welcome to the first Professional Development and Education (PDE) email of the 2017-2018 year!



Jessica Murphy, Esq.
PDE Chair
Greater Worcester Chapter



Peggy Newquist, CIT
PDE Co-Chair
Chicago Metro Chapter



Jennifer Sproul, LEED AP
PDE Past Chair
Baltimore Chapter

You can reach us through our central email pde@nawic.org, check out our webpage pde.nawic.org or connect via [Facebook](#).

ARE YOU TAKING ADVANTAGE OF CONNECTIONS MADE AT AMEC?

Hope you enjoyed AMEC. There were a number of great seminars and opportunities to reconnect with members and meet new ones! Have you made the most of those NAWIC connections? Here's a great article with tips on how to effectively network after the conference.

10 Tips To Maximizing Networking After A Conference

Tip 4: *Personalize every follow-up email you write. People like to feel that you truly remember them so include one sentence in your email that draws upon a conversation you had at the conference or is in some way specific to this particular person. (This is where note-taking comes in handy!)*

I've already received a number of personalized emails from people I met at AMEC (thank you Jodi Martinez, Sondra Friestad, and more) and some generic emails that missed the mark (names withheld to protect the guilty). It's no secret which ones made more of an impact and are likely to get a response. Practice these skills now, and again for the next conference you attend. Effectively networking and developing connections with other NAWIC members is an incredible benefit of your NAWIC membership—hope you are able to get the most out of it!

PDE WEBINAR

PDE's focus is to add value to your NAWIC membership and your companies by providing quality education and training that enhances your professional skills. Regardless of what role you play in the construction industry, you can benefit from learning soft skills that your employer will value. These will be presented through monthly online seminars on a variety of topics.

Our first seminar is next week on **September 13th at 4pm EST**—so mark your calendar now to join us live! Even better: invite colleagues to join you for the seminar and show them the value of your NAWIC membership.

Upcoming topics include negotiation skills, AIA contract updates, personal branding, leadership skills, sexual harassment, dealing with difficult people and more. If there is a topic you want to learn about or if you had a great PDE presentation you would like to share, drop us a line and let us know!

NAWIC PROFESSIONAL DEVELOPMENT & EDUCATION COMMITTEE

presents

I Know What To Do, I'm Just Not Doing It: 5 STEPS TO BUST THROUGH PROCRASTINATION AND OVERWHELM

Does this sound familiar?

- You can't believe you have so much to do and you are not doing what you are supposed to be doing.
- You keep telling yourself that if you could just sit down and grind through it, you'd be fine.
- You know you can't do it all, but you don't know how you will ever say No when everything seems so important.

WEBINAR

Wednesday, September 13

4:00pm-5:00pm EST

join.freeconferencecall.com/pdenawic

Dial-in: 515-739-1020; Access Code: 867648

FREE for all NAWIC Members

In this action-packed session you will learn:

- WHY the projects you've planned to do slide into the next day ... still don't get done and continue to hog space on your To Do list.
- HOW to bust through procrastination using my 5 Step system. You'll find out how to take control of your time and tasks and STOP the feelings of being weighed down, overwhelmed, and confused.
- WHAT positive self-talk really is, when it works, and why it's only a piece of the solution you need.

ABOUT DR. SARAH REIFF-HEKKING:



Dr. Sarah Reiff-Hekking is a Coach and Clinical Psychologist with almost 20 years of experience helping people create and achieve their goals. She received her Ph.D. from SUNY at Stony Brook in 1997 and Coach Certification from MentorCoach. She was on the faculty at UMass Medical School for 6 years. She founded True Focus Coaching in 2005 and as a business savvy entrepreneur grew a successful coaching practice during a down economy. She has been a coach on staff at the nationally recognized Hallowell Center in Sudbury, MA for 5 years.

