

Professional Notes



Important

Dates:

- January 13, 2011 – The Chamber's Quarterly Membership Breakfast
- January 20, 2011 – JOLT
- January 29, 2011 – Session 1 – Career Plus/ID
- February 26, 2011 – Session 2 – Career Plus/ID
- March 9, 2011 – Women's Day on the Hill

Jackson Business and Professional Women

Zulfat Suara scheduled to speak at January 3, 2011 meeting

The next regular business meeting is Monday, January 3, 2011, at 6:00 p.m., at HoneyBaked Ham Café on Vann Drive. Zulfat Suara, our State President, C.P.A. and President of Advanced Business Consultants of Bolivar, Tennessee will be our guest speaker. Her topic will be "The History and Culture of Muslim Religion in America."

Please call HoneyBaked Ham before noon on Monday to place your meal order (664-8800).

2011 Career Plus/Individual Development

The 2011 Career Plus/Individual Development Courses are set for January 29, 2011 and February 26, 2011. Both sessions will be at West Tennessee Legal Services. The cost for one session is \$40.00, both sessions is \$60.00.

Space is limited to 12 per session. The registration form is included in this newsletter or you can visit our website at www.bpwjackson.org for more information and registration. Just click on the Events button at the top of the home page.

Need Career Enhancement, personal and professional development?

Mark your calendar for

January 29 and February 26, 2011

**Jackson Business and Professional Women
Present: Career Plus/Individual Development
Sessions**

West Tennessee Legal Services, Inc.,
210 West Main Street
Jackson, Tennessee

Registration Fee: \$40 per day session; \$60 for both sessions

Schedule 8:00-8:30 Registration, Continental Breakfast, Networking
8:30-12:00 4 Modules (with breaks)
Lunch provided: 12:00-1:00
1:00-4:00 3 Modules or 4 Modules

CAREER PLUS/INDIVIDUAL DEVELOPMENT SESSIONS

The Individual Development Program (ID) is BPW's seminar series for personal and professional leadership development. The program assists women in meeting their personal and professional goals, as well as their goals for community action and change.

Necessary tools to jump start your career and your life:

- Speaking in Public
- Interviewing tips and techniques
- Running meetings
- Business etiquette
- Media relations

- Creating presentations
 - Networking
- Negotiating skills
 - Leadership skills
 - Lobbying and Grassroots Organizing
- and much more

First Session

The Past, Present and future (BPW)
Developing Confidence (Behavioral Styles)
to Be)
Meet me in the Middle (Negotiating Skills)
Meeting)
Taming the Tension Tyrant (Create Presentations)
Standing Up and Standing Out (Oral Presentations)
Define and Shine (Networking)
(Develop your Goals)
Yours for You to Use (Interviewing)

Second Session

Best in the Class (Be the Leader You Want
to Be)
Get Into It and Out of It! (*Running a*
Business Etiquette
Right to write! (Your Civic Role)
Reach for the Stars!

Memories made! (Media Relations)
I Know You, But (Virtual teams)

Registration form and fee needs to be submitted by Jan. 22, 2011
Mail to Beth Bates P.O. Box 2066 Jackson, TN 38302

NAME _____ WORK TELEPHONE _____

ADDRESS _____ ALTERNATE PHONE # _____

e-mail address: _____



Helen Herron



Seated: Lori Nunnery and Jacque Hillman
Back row: Mary Jo Middlebrooks, Helen Herron and Jackie Utley

In Memory of Helen Herron

Our Friend, Our Mentor

And a Great Storyteller

You will be greatly missed

December 2, 1925 – November 30, 2010

This newsletter issue is dedicated to the memory of Helen Herron, our beloved member of Business & Professional Women for the past 57 years.

Jackson Business and Professional Women

P.O. Box 3643
Jackson, TN 38303

2010-11 PRESIDENT
Beth Bates

PHONE:
731-426-1313 (office)
731-427-0465 (home)

E-mail:
Batesb@aol.com

Visit us on our
website at:
bpwjackson.org

You can also follow us on
Facebook!

Jackson Business and Professional Women

P.O. Box 3643
Jackson, TN 38303

ANNOUNCEMENTS

- B for Business – the next breakfast will be January 27, 2010, at the Jackson Chamber of Commerce. Meeting time is 7:45 a.m. to 9:00 a.m. The topic will be “**Putting the Puzzle Together**” – *Putting Together Cash Flow Budgets & Understanding the Numbers* – Tom Carson Jones, CPA & Partner, Steele Martin Jones & Company, PLC.
- Our food collection for RIFA at the Christmas party was a huge success!!! We collected 38 pounds of food for our donation to RIFA.
- **SAVE THE DATE** – March 9, 2011, Women’s Day on the Hill in Nashville.
- We received a \$100 donation in memory of Helen Herron.
- The Chamber’s quarterly membership breakfast is scheduled for Thursday, January 13, 2011, from 7:30 a.m. to 9:00 a.m., at Union University Grant Events Center. Please RSVP to Brandy Stutsman at 423-2200. The featured speaker will be Toyota Chief Communications Officer James Wiseman. Cost is \$10 per person. Advance reservations are a must!!
- **JOLT** – January 20, 2011, 7:45 a.m. – 2:15 p.m., Union University Carl Grant Events Center. One-day training seminar allows you to make new contacts and learn how to improve the way you do business. There will be four business training sessions: How to Remember Names; Building Relationships; Creating a Culture of Customer Service; and Moving Your Business Forward Through Effective Coaching. A Dale Carnegie instructional session on effective networking will be presented during lunch. Cost is \$39, which includes lunch. Attendees must RSVP in advance! Contact Brandy Stutsman at 423-2200 or bstutsman@jacksontn.com.



Spotlight on new member Martha Poe

Jackson Business & Professional Women would like to welcome new member Martha Poe. Martha is owner of the Christian Bookstore. You can contact her by e-mail at poe.martha@gmail.com. Welcome to our newest member.

