

2010 Annual General Meeting

Date: Wednesday May 19, 2010

Time: 5:30-9:00 pm

Location: Adegas Restaurant, 33 Elm Street

Influencing Without Authority with Colleen Clarke

Today's organizations expect administrative and operational personnel to get the work done often without giving them the tools or the authority to insure results. This interactive session will introduce you to 5 types of power and help you identify what power you possess. Using this newly identified power you will now be ready to start influencing peers and customers, your boss and "the corporation." Learn strategies of influence that will enable you to embrace new opportunities, create buy-in for a common goal, build teams and get the job done effectively and efficiently, with little or no authority.

RSVP by May 14 to: secretary@thla.ca

35\$ entry fee includes dinner & dessert

Dinner & Dessert Menu

Appetizers

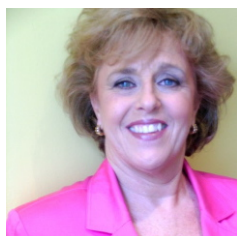
Baby Greens Salad
with a Honey Balsamic Vinaigrette
Or
Daily Soup

Main Course

Grilled Atlantic Salmon
with a Leek and Fennel Salsa
and Fresh Market Vegetables
Or
Pan Roasted Breast of Capon
with a Mushroom and Herb Sauce
and Fresh Market Vegetables
Or
Penne with Grilled Seasonal Vegetables
in a Sundried Tomato and Basil Sauce

Dessert

White Chocolate Crème Caramel
Coffee/Tea



Colleen Clarke is a highly regarded Corporate Trainer and Keynote Speaker in the areas of career management, communication and networking. She is the author of Networking How to Build Relationships That Count and How To Find a Job and Keep It.

Colleen is a career columnist for Workopolis.ca and often quoted in print and electronic media for her career management and transition expertise. Always motivating and humorous, Colleen has inspired and educated thousands of individuals and groups to career excellence through her presentations, career counseling and workplace coaching.

Questions or comments? Email us at secretary@thla.ca
Agenda information will be available on the THLA website.