

Cardio for Business

Building a healthy economy

Managing Your Priorities

Get tips on how to manage a busy schedule and multiple deadlines

- What's going well and what's going wrong
- Going from a reactive to a pro-active approach
- Knowing how to set limits and delegate
- Tackling specific time-wasters and stress producers
- Dealing with difficult people

Do the demands of quality, your boss, your customers, your peers, and your personal life ever seem too much to handle? Do interpersonal and organizational problems interfere with you doing your best work? There are several valuable strategies for gaining control of your work which will be good for you and others in your life.



**CASCADE EMPLOYERS
ASSOCIATION**

Managing Your Priorities Workshop

Wednesday, July 15, 2009

3:00pm - 5:00pm

OIT Room 141

NO CHARGE to
North Clackamas County
Chamber members
Cascade Employers members
\$55 non members
Reservations preferred

contact name

business

phone

email

Register and pay online
www.yourchamber.com