



Second Annual Midwest Regional  
**LEADERSHIP  
TRAINING  
WORKSHOP**

**Friday, June 25 &  
Saturday, June 26, 2010**

**ISM-MILWAUKEE OFFICE**  
11801 W. Silver Spring Dr., Ste 200  
Milwaukee, WI 53225  
414/462-8645

**COST:**  
\$65.00/person (For 2-days)  
Additional \$30.00/person  
to attend Friday Night Social  
Networking Event

**TO REGISTER:**  
Please visit [www.ism-chicago.org](http://www.ism-chicago.org)

**SPONSORED BY:**



**WHO SHOULD ATTEND:**

ISM/NAPM Board Members, Chairs and Vice Chairs of Committees, as well as anyone wishing to get more involved in their local ISM affiliate

*ISM and NAPM Affiliates in the Midwest are also encouraged to attend.*

**SCHEDULE OF EVENTS:**

**FRIDAY, JUNE 25, 2010 (DAY ONE)**

**12:15 p.m.-1:00 p.m.**  
Registration/Lunch Included

**1:00 p.m.-2:50 p.m.**  
Training Sessions

**3:15 p.m.-4:30 p.m.**  
General Session

**5:00 p.m.-8:00 p.m.**  
Drinks/Dinner & Social Networking Event



**SATURDAY, JUNE 26, 2010 (DAY TWO)**

**9:00 a.m.-11:50 a.m.**  
Training Sessions

**12:00 p.m.-1:30 p.m.**  
General Session -  
Lunch with Speaker



**TOPICS TO INCLUDE:**

- Recruiting Volunteers
- How to Find Good Speakers
- Effective Presentation Skills
- Membership Reporting & Recruitment/Retention
- How to Develop a Successful Strategic Plan
- Team Building
- Improving Communication with Members-What vehicles are the best? (Social Media Program will be discussed.)
- LinkedIn-Enhancing the Usefulness of LinkedIn for Your Association
- ISM-Tempe as a Resource
- Developing the Board of Directors-Communicating Roles and Responsibilities
- Flawless Strategic Planning-Processes and Sustainable Outcomes
- Operating Like a Business-The Six Manuals in a Nonprofit
- Policies and Procedures-Distinction, Purpose, Archiving, IRS, etc.

**Directions:** From Highway 45, exit on to W. Silver Spring Drive going west. At the first stop light (opposite the CITGO station) turn left on to Rae Street. The ISM-Milwaukee's office is located at 11801 W. Silver Spring Drive, Suite 200, Milwaukee, WI 53225.

**Hotel Accomodations:** The Hyatt Place is conveniently located across the street from the ISM-Milwaukee office. Ask for the WAM special rate of \$89 per night by calling (414) 462-3500. Press "0" to talk directly to the operator.