It’s Our Annual

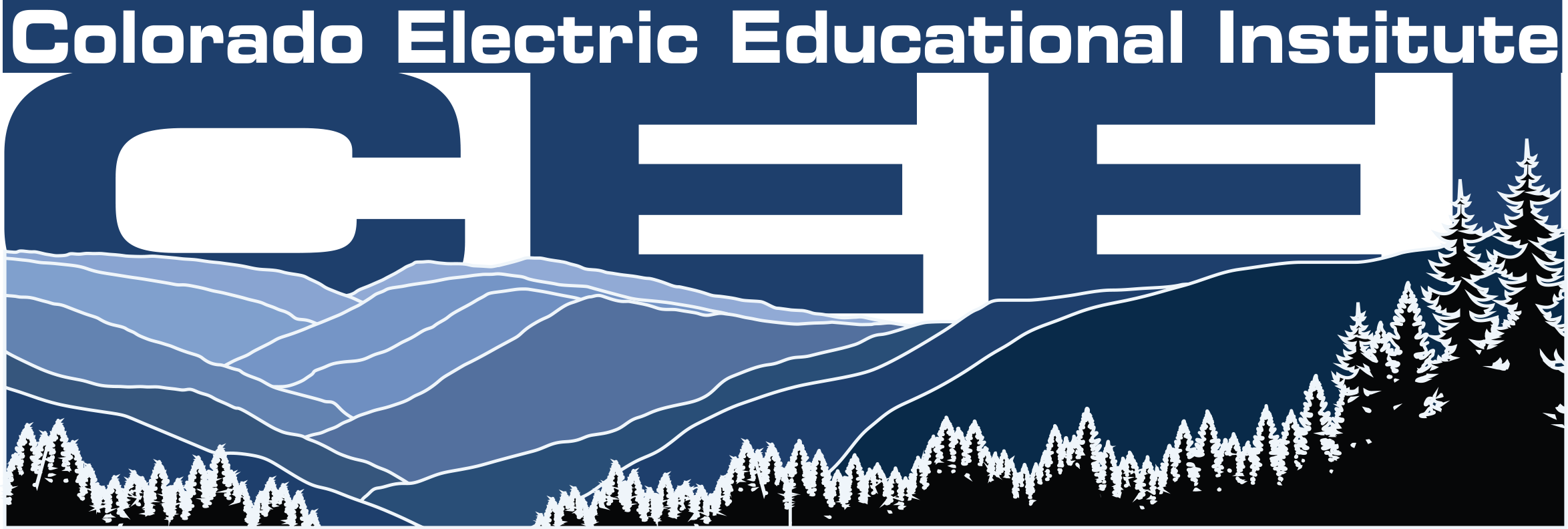
Office Excellence Conference

Bloom… Grow… Blossom!!!

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| Date/Locations:  Tuesday & Wednesday  May 9 & 10, 2017  Tri-State G&T  1100 West 116th Ave., Westminster, CO 80234  Time:  Tues: 8:30am – 4:30pm  Wed: 7:30am – 12:00pm  Fee:  $250  The cost of this course has been reduced thanks to a donation by the Colorado Electric Educational Institute  A continental breakfast will be provided both days, and lunch will be provided on Tuesday.    Participants will be billed after the course.  To Register:  Contact Jen Hight at the CREA office  (303) 455-2700 ext. 700  or e-mail at [jenhight@coloradorea.org](mailto:jenhight@coloradorea.org)  Registration Deadline:  April 28, 2017 | **Tuesday, May 9, 2017**  **8:30 - 9:00am You Grow Girls!** Continental Breakfast  **9:00 - 9:15am Party Thyme!** Welcome & Introductions  **9:15 - 12:00pm Break New Ground!** *Instructor: Pam Boyd*  In this four-part workshop, you’ll learn techniques for creating a drama-free workplace. Tools for getting better results now and keeping those results in the future will be presented in this interactive setting.  **12:00 - 1:00pm Lettuce Turnip the Beet** at Lunch!  **1:00 - 3:00pm Listen to Sage Advice: Ethical Decision Making**  **in the Workplace!** *Instructor: Daniel McFee*  Using the Seven Cooperative Principles, Daniel will guide us through a workshop setting where we will evaluate ourselves and our workplaces on two ethics-based objectives.  **3:00 - 3:15pm Cultivate Lasting Friendships** During Breaktime  **3:15 - 4:30pm Be Outstanding in Your Field**  *Instructor: Kari Knutson*  The role of emotions in our daily lives is not often discussed; however, how we  handle our feelings can have a profound impact on our success and happiness in life. Emotional intelligence means cultivating the ability to:   * Perceive, evaluate and control emotions * Cope with life’s inevitable ups and downs * Delay gratification * Control impulses * Read and appropriately respond to the social cues of others   In this session, you’ll learn more about the important role of emotional intelligence in our lives and how to cultivate it.  **Wednesday, May 10, 2017**  **7:30 - 8:30am We Beelong Together!...**It’s Breakfast!  **8:30 - 11:30am Don’t Let the Little Things Bug You!**  *Instructor: Dede Murcer Moffet*  “It's a SNAP! Break Old Habits and Initiate Positive Change for Ultimate Happiness and Success” In this session you will take away:   * How do you know you are locked in a habit? * Learn how to forgo what you want now in favor of something better in the future. * Learn how to turn undesirable behaviors into desirable ones easier and faster. * Understand what makes goals more attainable and how to harness that energy for the long haul. * Learn how to perform better instead of trying to avoid old behaviors.   **12:00pm We’re Perennial!...See You Next Year!** |
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**Hotel Options (ask for the CREA rate)**

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| Quality Inn and Suites  12085 Delaware St., Westminster  (303) 429-5500  Room Rate: $79 | Fairfield Inn  12080 Melody Dr., Westminster  (303) 255-3100  Room Rate: $99 |

Colorado Rural Electric Association Colorado Electric Educational Institute