

# Top Ladies of Distinction, Inc.



## Parliamen-Top 2017

### CLINICS AND WORKSHOPS

#### Who Should Attend?

As a part of TLOD's quest to insure succession planning and an informed membership, all Continuing Education Clinics, Institutes and Workshops are open to anyone who wants to attend except where indicated.

Committee meetings are for designated members only.

#### INTERACTIVE CLINICS

At this Parliamen-Top, the Institutes will be replaced with interactive clinics that provide the attendees with an opportunity to be a part of the problem as well as the solution through collaboration and role playing. Interactive clinics are distinct from a standard workshop in that the aim is to stimulate creativity through collaborative working instead of planning and reporting, and engage the participants actively in learning new information or techniques.

The goals of the Clinics are to:

- gather ideas for future consideration and implementation;
- help in streamlining processes and procedures or to "work smarter, not harder;"
- give pointers to solve problems, such as process improvement or work strategies;
- help in deciding priorities, strategy, and vision;
- improve working relationships through team building;
- assist with handling difficult situations; and to
- help attendee better appreciate the value of their service.

We want to hear your thoughts, answer your questions and help you work through the issues and/or situations that are important to you. The Clinics will consist of Team Leaders, Facilitators and Recorders, but the work will be done by YOU, the attendee. Each Clinic will have three topics to work through during the time allotted. So, bring all of your scenarios and questions as we hunker down and add value to your membership in Top Ladies of Distinction, Inc.

**President's Clinic** - The expectation is that Chapter Presidents will attend. It is strongly suggested that the 1st and 2nd Vice Presidents take this opportunity also. Topics will include:

- Leadership Styles
- Handling Conflict
- Communication and Team Building

**TTA Advisor's Clinic** - The expectation is that all TTA Advisors will attend a TTA Institute/Clinic before they take office or within the first six (6) months of taking office. It is strongly suggested that the Assistant TTA Advisors, and anyone interested in becoming a TTA Advisor take this opportunity also. The topics will include:

- Communication and Reporting (all forms of communication and at all levels)
- Can I Do That?
- Are you a Mentor, Role Model, Mother, Best Friend, Confidante? Let Us Help You Decide.

**Area Director's Clinic** - The expectation is that current Area Directors will attend and anyone interested in becoming an Area Director will also take advantage of this opportunity. The topics will include:

- Strategies to Implement the National Program
- Communication (Getting the Word Out and Communicating with your Team)
- Planning and Budgeting For Your Conference/Cluster Agenda

**Financial Fitness Clinic** - The expectation is that chapter and area financial officers will attend and those who are interested in becoming a financial officer will take advantage of this opportunity also. The topics will include:

- Accountability
- Proper Financial Procedures
- Preparing and Adhering to a Budget

**A-TEAAM Training** - This training is for Chapters who applied and were approved to implement an A-TEAAM (a/k/a Boys to Men) Program and those who want to know more about the Program. It is **mandatory** training for those starting a Program.