



Atlanta Human Resources Association



www.ahraonline.com

Newsletter

May 2002

2002 AHRA Board of Directors

President
William Riddick Jr., SPHR

Sr. Vice President
Ian Barrett, SPHR

VP Plans & Programs
Jesse Owens

VP Member Services / Immediate Past President
Eric Tinch

VP Public Relations
Derrick Hemphill

Secretary
Nicole Wise

Treasurer
David Hanley

Parliamentarian
Eileen Gray

General Counsel
Tom Franklin

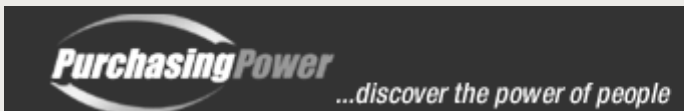
General Directors
Kevin Cruse, SPHR
Sylvia Culver
Rhonda Hight
Wanda McMullen
Jeff Piper

Honorary Directors
Walter McGlawn
Tim White
Michael Evans



This Month's Speaker Craig Triplett Managing Partner with The LeROI Group, LLC

Craig Triplett is a Managing Partner with The LeROI Group, LLC. He is a results oriented Human Capital Management expert with over twenty-five years of successful business experience in telecommunications, higher education and professional services. He has senior level work experience in numerous Human Capital Management disciplines including: Executive Search, Management Coaching, Staff Training & Development, Human Resources Management and Career Transitioning/Outplacement. Craig believes that how organizations manage the talent life cycle has a direct impact on their ability to achieve a sustainable competitive advantage.



PurchasingPower provides a unique employee benefit program that allows employees to purchase personal computers, ISP service, and related goods/accessories via payroll deduction. The employee computer purchase program is not only viewed as a valuable benefit by employees, but also can help the employer by improving morale, increasing retention, developing computer literacy skills, lower costs via the increased use of automated business process through employee portals, and improving overall worker productivity. The offering is made in conjunction with named-brand manufacturers/service providers such as Dell, Compaq, Gateway, IBM, Hewlett-Packard, AOL, Earthlink, BellSouth.net, and others. This is a no-cost program to employers and is easy to implement. For additional information, contact a PurchasingPower representative at sales@purchasingpower.com or visit the web site at www.purchasingpower.com.

What's Inside

Speaker Bio pg 1

Communication Central pg 2

Achieving Harmony and High Performance in the Work Place pg 2 - 6

Driving For Excellence pg 3

Driving For Excellence Registration pg 4

Search Support

If you are new to the Atlanta market or in transition currently, please make plans to attend the search support meeting.

Where: Right Management Consultants
3290 Northside Parkway
Suite 700
Atlanta, GA 30327

When: Every 2nd Monday of the Month
5:00-6:30 p.m.

To confirm your attendance and for directions, please call John Mixon at 404.504.5116

The AHRA Mission is three-fold:

- Ø To advance knowledge in the theory and practice of human resource management - for all levels.
- Ø Provide a "real" forum for professional growth and development.
- Ø To exchange innovative as well as traditional information and/or technology which directly impact the human resources field.

Visit the AHRA out on the web at www.ahraonline.com to find a wealth of resources that can help YOU further your career!



Very Special Thanks to last month's speaker -
Peggy Duncan, Founder, Duncan Resource Group,
Inc.

Great job and thanks to our caterer - Chef Jude for
always hitting the spot.

Our condolences go out to - Jesse Owens, our VP of
Plans and Programs, whose father passed on May 7th.

We will see you at our next meeting !

Date: Wednesday, May 8, 2002
Time: 5:00 p.m. Networking
6:00 p.m. Program Begins

Keynote Speaker:
Craig Triplett

Location:
Georgia Power Company
241 Ralph McGill Blvd.
Atlanta, GA 30308

DIRECTIONS TO GEORGIA POWER BUILDING

Traveling South I-75/I-85
Take the Courtland St. exit number 248A Merge onto Courtland Turn
left on Harris St. Turn right on Piedmont Ave Right on Ralph McGill
Blvd

Traveling North I-75/I-85
Take International Blvd exit Left on International Blvd Right on
Piedmont Ave. Right on Ralph McGill Blvd

Traveling I-20
Travel to I-75/I-85 North Interchange Take International Blvd exit Left
on International Blvd Right on Piedmont Ave. Right on Ralph McGill
Blvd

Admission: Free for paid members
\$10.00 for guests

Refreshments **Free Parking**

For additional information about this event contact William Riddick, Jr.,
PHR at wridnick@careerboom.com or if you have general questions
about the AHRA, please call 404.755.5846 or visit our web site at
www.ahraonline.com.

Feature Article

Achieving Harmony and High Performance in the Workplace

by Dinah Daniels

Imagine the perfect business: all employees are self-motivated,
delivering top-level performances, and working efficiently and smoothly
with office mates and executives alike. Far from being an impossible
dream, this type of harmonious and high performing environment is not
only achievable; it is becoming essential to a company's bottom line.
Happy, successful employees are not only more productive but also,
more likely to remain loyal and present on the job, maximizing
efficiency and saving the company hundreds of thousands of dollars in
continuous rehiring and retraining costs.

The key to creating this type of stable, productive workplace is to put
employees in charge of their own success. Employees who are
empowered to manage their own growth and achievement on the job

continued on page 5

Communication Central

**Search Support has
returned! - For those of you in Career Transition,
search support is back.
(See more info on page 1).**



**Join the AHRA for its 5th Annual
Scholarship Golf Tournament on
June 10, 2002
(See more info on page 3).**

*If you have news of a recent promotion, office move or
any other good news that you would like to share with the
AHRA, let us hear from you! Contact William Riddick Jr.,
PHR at 404.521.2666.*



It's Tee Time Once Again!



Join the Atlanta Human Resources Association for its
5th Annual Scholarship Golf Tournament

"Driving For Excellence"

When: June 10, 2002 - 10:00 AM
Where: Stone Mountain State Park Golf Club -
Lakemont Course
1145 Stonewall Jackson Drive
Stone Mountain, GA 30083
Phone: 770.465.3272

Food, Fun and PRIZES!!!!

For more information, Contact Tom Franklin at 770.671.1500 or
Thomas_Franklin@dbm.com

****Proceeds go to benefit the AHRA's scholarship fund for deserving college students who major in Human Resources at local colleges and universities****



"Driving For Excellence" AHRA 5th Annual Scholarship Golf Tournament 2002 Registration Form

10:00 AM - June 10, 2002
Stone Mountain State Park Golf Club - Lakemont Course
(soft spikes, only)
1145 Stonewall Jackson Drive
Stone Mountain, GA 30083
Phone: 770.465.3272
Fax: 770.465.3300

Name

Street Address

City/State/Zip

Phone

Entry Fee \$85 Includes Greens Fee, cart rental, box lunch, range balls, 19th hole buffet

Handicap or

Level of Play

Begin / Intermed / Adv

Note: Entry Fee must be received by May 31, 2002
Please make check payable to: Atlanta Human Resource Association

Mail registration form to
Tom Franklin, c/o Drake Beam Morin
5 Concourse Parkway, Ste 325
Atlanta, GA 30328

Questions: Contact Tom Franklin at 770-671-1500 or Thomas_Franklin@dbm.com



Achieving Harmony and High Performance in the Workplace (continued from page 2)

tend to be more self-satisfied, more cooperative, and more proactive in troubleshooting and solving problems. Ultimately, they are more invested in contributing to the organization's efficiency and bottom line because they know they have the power to affect change within the organization and to promote and control their own career growth.

Fortunately, how to achieve this type of positive and proactive changeover is not guesswork. We have access to research-based steps and tools to teach employees at all levels how to take personal ownership of job success. The developed steps are geared toward giving employees a clear sense of their personal and professional strengths and weaknesses, and consequently, teaching them how those traits can be leveraged to improve both performance and compatibility on the job.

To gain this awareness, it is important that employees go through the process of evaluating themselves from four different viewpoints: individually; in relation to their job; in relation to their co-workers; and in relation to their organization.

Understanding and Appreciating Assets

Individually, the first essential step is for an employee to gain a deep understanding and appreciation of what makes them unique. Most of us have a general sense of who we are and what we bring to the table simply by virtue of having compiled a professional resume and completed the job application and hiring process. But what many employees don't have a clear sense of is the multitude of assets and leadership qualities they have acquired, and even

refined, through their own life experiences. Perhaps they have served as captain of the football team or managed a fund raising drive in their community - personally motivated roles, which have contributed to their management and leadership skills. By identifying these roles, employees broaden their view of their competencies and at the same time gather a clear sense of what best motivates them naturally, and what types of activities or environments are most conducive to their productivity.

Next comes an even more essential awareness: how their personal and professional assets match with the requirements of their particular job; a valuable process we call "fit/gap analysis." While most employees are aware they have certain competencies that they were hired for - such as knowledge of a certain type of software, or being able to organize information in a certain way - they often lack a clear sense of how their personal behavioral style may be short-circuiting their job effectiveness or impacting important working relationships. A manager who has an effusive and anecdotal communication style, for example, may energize two members of the project team, but remain unaware that he or she is inadvertently irritating or offending a third. With some fit/gap analysis training, this manager can modify his or her communication style to foster a more positive relationship and consequently promote better efficiency and productivity from the entire team. Likewise, managers who are fully cognizant of their workers fits and gaps can be more effective in hiring and placing employees where they will be most productive and successful. In other words, with this new awareness, they

become better, more effective managers.

Maintaining Critical Connections

This fit/gap analysis is one of the most empowering tools an employee can be given to manage their own success. Beyond having a good fit of behavior and skills for the job requirements, an employee must be able to foster and maintain successful relationships with certain key people - the boss, critical team members, people for whom the employee is responsible, external and internal customers - on whom their job success is dependent. These are critical connections that can mean the difference between success and failure on the job. Employees who clearly recognize and understand how their behavioral style is likely to fit with or to challenge the styles of key coworkers, are better able to address and develop strategies to compensate and to improve compatibility.

In addition to knowing and understanding the fits and gaps in workplace relationships, it is important for an employee to evaluate how they fit in with the company culture. Some indicators of a company's culture are the manner in which decisions are made in the organization; the frequency, style and format of internal communication; and the pace and work ethic of the organization. An effective exercise is to have an employee describe their company's culture on paper, then compare it against a similar description of an environment in which they imagine themselves or have known themselves to perform best.

continued on page 6



Achieving Harmony and High Performance in the Workplace (continued from page 5)

Pro-Action for Job Success

In the end, what emerges is a clear picture of what it's going to take for a particular individual to succeed on the job. The final step is for the employee to draw up a specific action plan to help achieve personal and organizational success. With this newly acquired awareness of their strengths and weaknesses employees can leverage their strengths to accomplish that success as well as devise strategies to bridge gaps where they exist. With this sort of information, employees are not only able to improve conditions and relationships in their current job positions, but also, are empowered to choose and vie for better job positions by recognizing those career areas where their assets are a better fit.

Employee and executive development is a continuous process, not a one-shot project, and no single approach is going to meet the needs of every business. However, experience and research have shown us that investment in this type of training and development is one of the most effective ways companies can improve productivity. Employees at every level who feel empowered to manage their own growth and achievement are more likely to seek strategies for solving those challenges that arise with coworkers and feel more equipped to do so. More importantly, they see themselves as part of the solution, as being able to effect change when necessary, and ultimately, they consider themselves invested in the success of the organization.

Now that is what I call a perfect business!

Aiuto · Hjelp · Ayuda · Hjälp · 帮助 · 支

e-commerce

make a dream come true

web
print
powerpoint
and more!

visit
marketcom123.com

314.367.1073 tel
314.367.7576 fax