

TRAINING OFFICERS CONSORTIUM



A COMMITMENT TO LEARNING SINCE 1938

MONTHLY NEWS • APRIL 2017

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MAKE NETWORKING WORK FOR YOU!

TUESDAY • APRIL 11, 2017 • PROFESSIONAL DEVELOPMENT

Networking is simple—but it's not easy. It's a skill and like any skill it requires some knowledge, commitment, preparation and effort to perfect. No matter how talkative or outgoing you are walking unprepared into a gathering of potential networking contacts probably won't get you the results you are after.

Savvy training officers recognize that networking is an essential ingredient of professional success. Effective networking can lead to solutions that help solve challenging problems. It can create new opportunities that propel careers forward. And it can provide a unique platform to build meaningful personal and professional relationships. The goal of this presentation is to help training providers enhance their networking skills.



Registrants who attend this Professional Development Program will have an opportunity to:

- Jump-start their TOC Annual Institute networking
- Participate in a “live” networking event to help enhance personal and professional networks
- Identify the elements of an effective networking event
- Understand why effective internal networking can be a powerful tool for leadership development and teambuilding
- Discover how networking events can help people align themselves to the vision and mission of the organization

Mike Powell is the Vice President of Organizational Development and Training for the Powell Consulting Group, a management consulting firm in Hyattsville, MD.

Drawing from unique life opportunities, and lessons learned during a diverse career that includes management and program analysis experience in the federal government, higher education, hospitality, non-profit, and retail sales industries, Mike helps individuals and groups to energize their potential and expand their capacity for success. His specialties include: 360 feedback, conflict resolution, diversity awareness, effective communication skills, emotional intelligence, executive coaching, leadership development, managing change, strategic planning, and team building.

Join us as we prepare for the 2017 Annual Institute and get a jump start on building new mutually beneficial relationships with other training professionals.

REGISTRANT SPOTLIGHT: EDNA M. KING COMPILED BY DIANNE SUTTON, TOC HISTORIAN

Edna King has been a part of the TOC community since 2009, shortly after University of the DC (UDC) received the first TOC scholarship gift in 2008. She seems to always have a smile on her face. She is the model of her motto that, “When you meet people, you should do so on a positive note with a smile.”



Edna King is a testament to the caliber of committed alumni and the UDC spirit. She never left UDC. She actually began her career before her graduation when she interned in the Office of the Vice President for Administration. After graduation, she was hired full-time in the Office of Procurement and Contracting. Since then, she has worked in several offices throughout the university. Presently, she works in the Office of University Advancement. There she works with the alumni, faculty, staff, donors, business and non-profit leaders, residents and public officials to secure funding for the university, its students and academic programs. The Office does this by engaging a variety of constituents, building strategic partnerships and hosting fundraising events for the university.

Ms. King has over thirty years of experience in the field of education. She initially set out to become a business education teacher, but decided early on to follow a career path in educational administration. She earned an undergraduate degree in Business Education from UDC and a Master’s Degree in Curriculum and Instruction with a minor in Human Resources Management from Trinity University. Ms. King also completed coursework for a Certificate in Fund Raising Management (CFRM) through Indiana University.

To quote Edna, “I have an insatiable passion for animals. Although I love all sentient animals, my preference are domestic animals who love unconditionally.” She has volunteered for the Washington Animal and Rescue League (WARL), now the Humane Rescue Alliance and the Annual Animal Health Fair sponsored by the D.C. Department of Health. Edna has a graduate certificate in Humane Leadership from the Humane Society University (HSU). Upon retirement from her UDC endeavors, she plans to work in animal care.

Edna spoke enthusiastically about TOC. She says she loves her TOC associates. The comradery - meeting - socializing with so many talented professionals from various organizations has been an amazing experience. She feels the luncheon meetings provide vital information on trends and changes in the workplace that are useful in carrying out job responsibilities: successful presentations on new technology, social media, how we learn, the millennials in the workplace and more.

She has witnessed the TOC committees’ teamwork and the successful outcome of the TOC annual institute over the last six years. She finds the workshop sessions and presentations both interesting and invaluable personally and professionally. Edna expresses appreciation for the extra activities before, during and after the workshops. The TOC Institute does not stop after the presentations, she says, but continues into the evening with entertainment and starts in the morning with group exercise. This is the only conference she has attended that uses this TOC inclusive format.

WHAT DOES TOC MEAN TO YOU?

Each month, we set aside a part of our Newsletter to share some feedback and thoughts of our registrants. We believe this gives registrants and potential registrants an idea as to who TOC is and what we do for the training community. Since the Annual Institute is fast approaching in late April – early May, for the next couple of months, the registrant quote taken from 2015 survey will focus specifically on the Institute.

The Annual Institute was outstanding. The presentations were all very informative and useful to me as a trainer working within human capital. I strongly encourage anyone to attend and the networking ability is a real added bonus as well. Great first timers experience, the mentoring of ‘newbies’ was key.

Annual Institute
See Details on Page 3

2017 TOC ANNUAL INSTITUTE HERSHEY, PA



The Annual Institute is here! On April 30th, we will kick off four jam-packed days of networking, education, and fellowship at the Hershey Lodge in Hershey, PA.

Please join us by registering on the TOC website right away, if you haven't already. Also, please tell your colleagues, vendors, and/or friends, that this year, non-registrants can attend the learning event by purchasing an Institute-Only pass for \$1,095.

Our educational events will be outstanding this year. We have three terrific keynote speakers:

- Mr. Paul B. Meshanko, CEO of Legacy Business Cultures, "Understanding and Managing Unconscious Bias"
- Mrs. Katriel Tripp Holloway, VP of Holloway Media Group, "Training Development: The Importance of Using Media in Learning"
- Mr. Ira Koretsky, CEO of The Chief Storyteller, "Awaken the Storytelling Giant in You"

Also, this year we have a special interactive workshop on OPM's new Human Capital and Training Solutions (HCaTS) Contracts, which have the potential to greatly change how the federal government engages with human performance training initiatives throughout the government. Understanding this important category management effort will require some familiarity with the topic beforehand. Background information will be posted on the Guidebook app and on the TOC website for review, prior to the event.

In addition to the keynote speeches and the special HCaTS workshop, participants will be able to select up to seven concurrent sessions from the 27 engaging and content-rich concurrent session speeches that will be featured.

Please note that The Hershey Lodge's business center has extremely limited and extremely costly printing services, so **you will want to print any material prior to arriving in Hershey.**

THE TOC GUIDEBOOK APP IS HERE! GET YOURS NOW!

The TOC Annual Institute App is now available for download on your mobile device! It's never too early to get set up, so just follow the steps below to download the app and get the TOCAI17 guide today!

- 1) On your mobile device, go to <http://guidebook.com/g/tocai17>
- 2) If you don't have the guidebook app, follow the on-page instructions to download the app from your device's app store (like Apple App Store or Google Play)
- 2b) OR, If you already have Guidebook from last year, simply click the "Open in app" link
- 3) Once you download Guidebook from your app store, you can open the app and search for "TOCAI17". Click on the TOC icon, then click "get guide".

We'll have an overview of the app during the next luncheon and detailed instructions are available at <http://tiny.cc/tocai17setup>

**Note that content will be updating frequently over the weeks preceding the Annual Institute, so don't be alarmed if you see periodic updates, this is just flexible technology in action!

Executive Board Information
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TOC Annual Institute 2017
Hershey, PA



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APRIL 11, 2017

PLACE: Fort Leslie J. McNair Officers' Club, 4th & P Streets, SW, Washington, D.C.
For directions, http://www.trainingofficers.org/directions_to_ft_mcnair.php

TIME: 11:30 a.m. to 1:30 p.m. Please be seated promptly at 11:45 a.m.

COST: \$40 or 2016-2017 Professional Development Program registration.

RESERVE: If you have not registered for 2016-2017, call the TOC Information Line 202-973-8683, or the TOC FAX Line 202-331-0111 to reserve a place for this month's program.

PARKING: There is parking in the lot near the tennis court. If you arrive and see orange cones in the Officers' Club parking lot, please feel free to move them and park.

TRAINING OFFICERS CONSORTIUM

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