

The Latest News from

ASTD Greater Atlanta, Community Involvement Group

Karen Sieczka, Communications Manager



JULY/AUGUST 2010

Congratulations to the Greater Atlanta Chapter of ASTD on 55 years of service!

Got news? [Submit](#) your news to share with our group.

CONFERENCE CALL HIGHLIGHTS

August 20, 2010

- ✓ **Cecil Fricano** updated the group members about the Chapter's Internship program as well as the Speaker Gifts/options. She is passing suggestions on our ideas to **Richard Fletcher**. If you have any ideas or input, email [Cecil](#).
- ✓ **Julie Sanders** gave an update on the Habitat for Humanity volunteer projects concerning staff development. **Julie, Karen Sieczka, and Cecil Fricano** are meeting with **Chris Martin**, Habitat HR director on August 26 to decide where to proceed for the rest of the year. There will be some upcoming opportunities for homeowner education as well. The Homeowners Computer Program, to familiarize Habitat Homeowners on computer basics, may need volunteers to help standardize training materials and then need trainers beginning October 2. Email [Cecil](#) if you are interested in getting involved.
- ✓ **Julie Sanders**, who has been working with an ASTD member team to revamp the Chapter website, announced the new site will be up and running on September 1st.

Don't forget to join us for the next conference call scheduled for Friday, September 17, 9 -9:30 am. Toll-free dial-in number: (888) 295-6951, Conference code: 7851936107

On the September call, we will be joined by our incoming Greater Atlanta ASTD President, **Mark Myette!** He will highlight his goals for the Chapter for 2011 and the role that Community Involvement will continue to play in the Chapter's success.

ACTIVITIES, PROJECTS & EVENTS -THANK YOU FOR YOUR SERVICE!

Feedback on Habitat for Humanity Excel Training Sessions, May 2010: As reported in our last newsletter, on May 25, 2010, Karen Sieczka and Julie Sanders conducted a training event for Atlanta Habitat for Humanity. Karen designed and facilitated a two-part Excel 2007 training session, and Julie coordinated the use of a computer lab for the class at Emory University's Center for Lifelong Learning.

Later this summer, as a follow-up to the Excel class, Chris Martin, Senior Resources Manager for Atlanta Habitat for Humanity, provided the following feedback: "Evaluations for the class were excellent, and attendees were very appreciative for the new information. Karen was very well received."

Habitat for Humanity Skills Assessment Project, 2010: On July 22, 2010, Karen Sieczka compiled and presented the final results of a technical skills assessment survey for Atlanta Habitat for Humanity. Karen, along with Julie Sanders and Barbara Smith, began the project in January, going through Habitat's job descriptions and grouping together the major skills sets.

The technical skills were chosen to pilot the project, in order to assess the staff's level of expertise in Word, Excel, PowerPoint, Outlook, and Access. All 46 Atlanta Habitat staffers answered the questionnaire, which Karen created in Survey Monkey.

The assessment will be used to pinpoint technical topic areas where ASTD can provide training for Habitat in the upcoming year, and will be used for planning for 2011.

In August, Chris Martin, Senior Resources Manager for Atlanta Habitat for Humanity, provided the following feedback regarding the survey:

"I am working with the technology survey results – Karen set up an amazing spreadsheet that lets me view the data many different ways. It is pretty apparent that our staff is very much in need of training in Word and Outlook."

Karen and Julie will meet with Chris Martin the week of August 23, 2010 to discuss future training needs for the rest of this year, which were highlighted by the survey results. Atlanta Habitat for Humanity is also considering the roll-out of a similar soft-skills survey in the near future.

Please let Julie Sanders know if you are interested in delivering a Word and/or Outlook class to Habitat for Humanity Atlanta this year, on a volunteer basis.

--contributed by Julie Sanders

New ASTD Atlanta Website to Launch in September!

A new version of the ASTD Atlanta site is scheduled for launch in September 2010. The "Get Involved" and "News and Events" sections do a great job of outlining volunteer opportunities with the Chapter! In addition, we are updating the Chapter Flickr site with any and all photos you may have of "volunteer moments" with ASTD over the past two years.

Please contact [Julie Sanders](#) if you have photos you'd like to post, related to volunteering that you or a colleague have done with ASTD Atlanta!

--contributed by Julie Sanders

Want to participate in the Food Drive? Simply bring non-perishable food items to any ASTD gathering whether it's a SIG/GIG or Chapter meeting so your contribution can be included in the overall count. For more information, contact [Susan Johnson](#).

Mark your calendars! On December 9, 2010, ASTD Chapter members will participate in a volunteer event at the ACFB. See how the donated food is distributed through the product rescue center. Not only does the center distribute food during the holidays but all year long. Plan to join us on this day of service.

Access the **Dress For Success Atlanta** volunteer application [here](#). We are planning a Dress For Success orientation session geared toward ASTD members in the near future.

Remember to share your volunteer activities and opportunities with us! ASTD Greater Atlanta members are already ready to get involved. Join us for the monthly conference call or [email Karen](#) Sieczka with your information.

View all ASTD Greater Atlanta volunteer opportunities on the [ASTD Chapter website](#).

RESOURCES, LINKS & ARTICLES OF INTEREST

Read the September 2010 edition of [Chief Learning Officer](#) online.

Nice guys finish first when it comes to performance. Read the [Talent Management](#) industry news.

From Newsweek: For the first time, research shows that [American creativity is declining](#). What went wrong—and how we can fix it.

Read [Should men and women go through separate management training?](#)

Read Jeffery Gitomer's [The best sales ideas, part two](#). What do you do to make the sale?

Elluminate has a variety of free webinars geared toward educators and trainers. Visit [the website](#) to view and register for upcoming events.

Flexibility is one of the secrets to keeping team productivity in high gear during the summer. Read [3 ways to boost summertime productivity](#).

Compensation and Benefits: Are incentives dangerous? [Read the article.](#)

Better than bullet points: creating engaging e-learning with PowerPoint with Jane Bozarth, Ph.D. Tuesday, September 14, 2010. This session complements Dr. Bozarth's newest book and will cover basics of creating and sustaining community via social media tools. Rather than theory, participants will walk away with an understanding of how to implement and utilize these applications. Click here to [register or for more Info, discussions and downloads.](#)

Don't forget, we have Google Docs. If you would like to upload files to our [training materials folder](#), you can sign into your Google Docs account or email them to [Karen Sieczka](#) for uploading. You do not need an account to view the folder's contents.

Have a resource or article to share? Group members are welcome to [submit their links.](#)

POSTSCRIPT-WE NEED YOUR HELP!

Don't forget to join our **ASTD Community Involvement** [LinkedIn group](#), a subgroup of ASTD Greater Atlanta to view the latest news from the group, post your news, and keep up with the conversation.

If you conduct a volunteer training session: Please email [Karen Sieczka](#) with the following information: name of organization, date, title of training, how many participants, and # of contact and estimated prep hours, so we can acknowledge and track the number of hours our group members have donated to the community. We would also like to give kudos where they are deserved!

We need reporters! Attending an ASTD SIG or GIG event? Let your group members know what happened and get them interested in participating. [Submit](#) a brief update of the event to be included in a future newsletter. **Attending a volunteer event?** Share your pictures and give us a [brief update](#) to be included in a future newsletter. Share your excitement!

Call for your submissions. Would you like to submit an article, whitepaper, event, or information to be included in the twice-monthly ASTD Atlanta Chapter E-Blast? Email [Karen Sieczka](#) for more information on submission guidelines or to submit your items.

Group members are welcome to submit news, articles, and information for distribution in the group news at any time!

“SEE” YOU NEXT MONTH!