



# NMA Breaktime

An Electronic Newsletter for NMA Members!



June 2003

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## From the NMA President:

**Steve Bailey, CM**  
NMA President  
Dayton, OH



### *On a Team? You ARE your brother's keeper!*

At one time or another, all of us have encountered Abraham Maslow and his infamous "Hierarchy of Needs". It may have been high school, but it was probably college, when we first learned that humans have a variety of needs that have to be met before one becomes "self-actualized" and can act unselfishly.

Today, as behaviorists examine group dynamics and the advent of "teaming" in the workplace, they're taking another look at Maslow. If you're like me and wondered in college if you'd ever use this information... well, you just might be surprised to learn that you can.

In a group situation, the goal is to shift the participants from merely thinking as individuals to working together and thinking together as a team. In order to do that, these individuals have personal needs that must be met, before they can "relax" and come together as a unit.

**Physiological needs** – Whether it's a comfortable meeting room, frequent breaks, snacks, or merely the right room temperature, it's a true statement to say that people will begin by focusing on their personal and somewhat biological needs. Until those are met, they aren't likely to fully "engage" in the group process.

**Safety needs** – People want a consistent and a safe world with few surprises. In a group, people have to feel valued and they need to be secure in the knowledge that they can speak out, voice their concerns, or suggest alternatives. A good facilitator makes it "safe" for people to engage in

## 2003 NMA Leadership Conferences

**Southwest / North Central**  
April 24-26  
Albuquerque, New Mexico



Southwest and North Central Areas raise money for the American Enterprise Speech Contest at their Silent Auction.

### **Pacific North / Pacific South**

May 8-11  
Coeur d'Alene Resort, Coeur d'Alene, ID



Joe Estey gets everyone off to a good start with his inspiring Keynote on Friday morning!

### **Northeast / Southeast**

May 15-17

the whole group process.

**Love – On a team?** You bet. Team members want to be respected and not be rejected out-of-hand for anything they say or do. Other team members just want to “enjoy” the experience and feel that people genuinely like one another... and will thus work well toward a common objective.

**Esteem** – Team players have the need to feel competent and capable of mastering the problem or challenge before them. Attention and recognition for a job well done, must be seen as part of the “end product” of the team experience.

In today’s complicated workplace, more and more of us spend time in a work group or on an integrated work team. Abraham Maslow has come back to teach us another lesson. Understanding the needs of others... and making sure they are met... will have a significant impact on the ability of the group to work together and achieve its mission.

Holiday Inn Select, Niagara Falls, NY



Steve Bailey literally "in a barrel" welcomes everyone to Niagara Falls!

*"A real leader faces the music, even when he doesn't like the tune."  
-Anonymous.*

*Follow this link to NMA's Message Board!*



### Director's Corner . . .

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## The NMA...seen through THE I's OF LEADERSHIP

**Dr. Peter Kurzhals**  
NMA National Director  
Boeing Aerospace Leadership Chapter



*As a manager, I'm often asked what the NMA does for me. The answer is simple for anyone who aspires to be a leader—whether in their professional or personal life. Let's look at the five I's of leadership which enable*

**any endeavor:**

**INITIATE:** The NMA is just like a company. A chapter or council brings together diverse individuals from executive managers to entry-level employees, from different backgrounds and from different departments—all with the objective of bettering themselves and their host organizations. The national organization, in turn

## Each One Reach One

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A new "Each One Reach One" campaign was unveiled at each of the NMA Leadership Conferences. This campaign is incentive based and encourages each NMA member to reach out and get another new member. Why? Everyone knows that increased membership equates to increased revenue; increased revenue means increased benefits for every member of the Association.

**When:** July 1, 2003 - June 30, 2004

**Chapter Incentive:** The chapter in each area that recruits the greatest percentage of new members will receive one free NMA Leadership Conference registration valued at \$200. Six of these registrations will be given away.



**Recruiter Incentive:** The individual in each chapter who recruits the most new members will have his/her name entered into a drawing for a prize package worth over \$300. This drawing will take place at the 2004 NMA National Conference in beautiful New Orleans, Louisiana.

**Recruited New Member Incentive:** Each new member recruited

organizations. The national organization, in turn, provides the processes, tools and venues to make this possible and to offer options for members to obtain and exercise their leadership skills.

But, as in a real company, you must take the initiative to benefit from this NMA environment. Whether it's coming up with a new NMA service, signing up for professional development courses, running for a chapter, council or national office, or participating in the committees and booster organizations that operate the NMA functions--- you must become involved if you are to reap the true gains of NMA membership.

**INTERACT:** Once you have actively entered the NMA realm, you will find many additional opportunities. The NMA provides an unparalleled forum for exploring your ideas and trying out your management skills. Here you can come up with and try new concepts, communicate with fellow workers and executives in an informal environment, and team with other members to work NMA, company and community projects.

The beauty of the NMA lies in its diversity. Whether it's dealing with fellow workers or managers from other departments and disciplines, interacting with members from other chapters and industries, or coordinating with the NMA Headquarters staff and National Directors--- you can share suggestions and successes, and gain invaluable experiences which will help you be a better leader.

**IMPLEMENT:** A key aspect of NMA membership is learning how to execute your activities, whether personal, job-related or in support of chapter or council initiatives. Here, NMA workshops such as FaciliSkills and the supervisory and advanced management courses can really help as they take you through real-life examples and expose you to tried and proven techniques.

The broad range of experiences and backgrounds of NMA participants in these courses is unique. Whether it's an aerospace, city-government or hospital chapter---we all face similar technical, financial and people challenges; and the resultant lessons-learned are invaluable and can be passed on from chapter to chapter and from individual to individual.

**INNOVATE:** In the NMA, as in life, the key to success is being able to get things done more effectively and efficiently. Whether involved in chapter, council or national activities, you have

during this campaign will have his/her name entered into a drawing for a grand prize valued at over \$100. This drawing will also be conducted at the 2004 NMA National Conference in New Orleans.

NMA will provide promotional material for this campaign. Brochures will be available for download on our web site, and, if you don't have the facilities to produce these yourself, they will be provided for you upon request.

Just remember...the prizes are not ALL individuals have to gain by becoming an NMA member.

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## Speech Contest Finalists Determined

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During the recently completed Area Leadership Conferences, the six National American Enterprise Speech Contest finalists were determined.

Representing the North Central Area.... Micah Hardt from Highlands Ranch, Colorado. Micah was sponsored by Lockheed Martin Rocky Mountain Leadership Chapter and the Colorado Council.

From the Southwest Area...Michelle Nguyen from Pearland, Texas. Sponsored by Hernandez Engineering Chapter and the Texas Gulf Coast Council.

Representing the Pacific North Area and sponsored by Lockheed Martin MS Bay Area Chapter, Deena Shakir from San Jose, California

The Pacific South Area will be represented by Keith Carmine from Santa Maria, California. Keith is sponsored by the Santa Maria City Employees' Chapter.

The Northeast will be represented by Lindsay Guist-Chaffee from Allegany, New York. Lindsay is sponsored by Dresser-Rand Chapter.

The final contestant representing the Southeast is Arun Chittur from Huntsville, Alabama. Arun is sponsored by Sanmina-Sci Chapter.

The finals of the American Enterprise Speech contest will be held at 4:00pm Sunday, September 21<sup>st</sup> at the Detroit Marriott Renaissance Center Hotel as part of NMA's National Conference.

***Doug Shaw, CM***

NMA Vice President of Organizational Planning  
Dayton, OH

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the chance to try out new ways to help improve the operation and benefits of your organization.

Whether it's employing technology tools such as web services or electronic communications, introducing new capabilities such as company tours and special events, interacting with other leadership activities in your organization or better managing your budgets—your contributions as an active NMA member can benefit both your chapter or council and the rest of the NMA.

**INSPIRE:** Perhaps the most overlooked facet of NMA membership is its ability to inspire you and for you to inspire others. Whether it's messages from NMA conferences, top company executives or insightful GMM keynotes, face-to-face mingling with these speakers before and after our meetings, or examples set by chapter or council officers, leaders and you—the spirit of the NMA lives on in what we learn from and use in our membership and lives.

This spirit also permeates the national organization, and I would urge you to look beyond your chapter or council activities to join in the NMA's mission of building tomorrow's leaders today. Your ideas and contributions can indeed make a difference, so become part of the revolution.

All of this, of course, is dependant on the most important I of all—yourself. Your benefits from NMA membership will be directly driven by the energy you put into it, and the measure of your rewards will surely exceed your expectations as it has for me.

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## Recognition

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Stay tuned for the announcement of NMA's 2003 Member of the Year, Hall of Fame recipient, and Executive of the Year. All three will be honored at this year's National Conference that will be held September 21-23 in fabulous Detroit, Michigan... the "Motor City." Blue Cross and Blue Shield of Michigan and The Blues Chapter will host this year's conference. They have some fantastic plans for all attendees.

A tentative agenda can be found on our web site; keep checking for additional details! We hope to see all of you there!!!



## Benny George—"The Wright Stuff"

"He asked me to attend a monthly chapter meeting and introduced me to all the members. Everyone was so warm and friendly, I felt right at home. With Benny's help and support, I had the opportunity to go from new member to president". That quote from one of the chapter members sums up what Benny George, the person being highlighted in

this month's member profile, has been doing for the Wright Chapter for nearly two decades.

Benny George has been a member of the Wright Chapter for the past 18 years. He has served as chairman of the professional development committee for many years along with serving as the chapter vice president and president. Recently, he has served as the chair of the American Enterprise Speech Contest. In these various capacities, he has always done a conscientious job while constantly encouraging people to join the chapter. He brought many members onboard who progressed in leadership roles in the chapter. He continues to do what ever is needed in the chapter, usually behind the scenes. He is not looking to be recognized, he just wants to support the chapter and make it successful. He was intimately involved with bringing the FaciliSkills™workshop to Wright-Patt this past winter. There were at least 25 persons enrolled in each session. Benny also has facilitated the NMA Supervisory and Management Skills Program series of classes over the past decade. In early June, he'll be behind a microphone as the MC at the chapter's Top Management Night.

Although trained as an electrical engineer with over 25 years of engineering experience, Benny, in his current job, is the Corporate Development Officer (CDO) in the Materials and Manufacturing Directorate, one of five directorates in the Air Force Research Laboratory at Wright-Patterson Air Force Base, Ohio. He has been in the CDO position since October 1997. In this capacity, he consults with directorate leadership on organizational development issues including: strategic planning, executive coaching, conducting a variety of cultural and employee assessments along with conducting leadership and management classes. He has the designation of Certified Manager through the Institute of Certified Professional Managers since June 1990. He also is certified to conduct Meyers-Briggs classes as well as the Stephen Covey class "The Seven Habits of Highly Effective People".

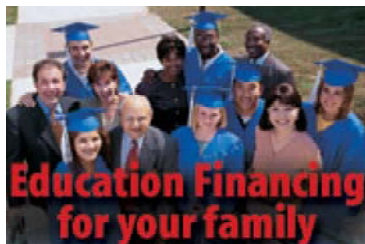
Benny is active in his church, holding a variety of positions. He visits the sick and shut-ins giving them the opportunity to take part in communion. His religion is very important to him. He is a person who walks the talk and serves as a role model for everyone whom he contacts. He has continuously demonstrated in both his technical and managerial endeavors the highest qualities of leadership and ethics as well as stimulating and inspiring members of the chapter and his organization.

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**NEW!**  
**NMA Introduces:**

## The Wells Fargo Capital for Knowledge® Program!

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The National Management Association is now offering the Capital for Knowledge program, giving you and your family access to flexible, affordable and convenient education financing.

The program provides a wide range of education-financing options, including loans for private K-12 schools, undergraduate and graduate studies, technical and professional training, and education loan consolidation. The money you borrow from the Capital for Knowledge program can be used to cover ALL education-related expenses, including tuition, room and board, books and fees, and even a personal computer. Interest rates are competitive and monthly payments are affordable!

The best part is all family members are eligible to take advantage of the Capital for Knowledge program, including a spouse, children, grandchildren, siblings, nieces, nephews, and more! You and your family will even have access to FREE online features, including:

- Banking on Our FutureSM- an award-winning interactive guide to banking basics, with information for all ages
- The Scholarship Search- gives students access to 1.6 million scholarship, grant and prize opportunities worth approximately \$4 billion
- The College Search- enables students to find the school that meets their preferences based on the criteria that they consider most important

All it takes is 5 minutes to complete a no-obligation pre-approval for a Wells Fargo Capital for Knowledge loan. You can apply anytime -- there are no application deadlines. Visit <http://www.capital4u.net> for additional information and to apply, or call toll-free 1-888-651-5626 today!

## Chapter and Council Happenings [\(back to top of NMA Breaktime\)](#)

[Educator Enrichment Day & Summer Science Camp](#) - Boeing Aerospace Leadership Chapter #701

[Expanding Your Horizons & Silver Knight of Management Awarded](#) - Lockheed Martin MSC Bangor Chapter #534

[52nd Annual Fort Worth Science Fair](#) - Lockheed Martin Leadership Association #249

[Diversity at the Movies](#) - Port of Seattle Chapter #706

[Aggressive Community Services](#) - Oak Ridge Reservation Chapter #573

### Educator Enrichment Day

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**Boeing Aerospace Leadership Chapter  
Huntington Beach, California**



Educator Enrichment Day workshops provide teachers with engaging, student-based, curriculum using creative instructional strategies designed to engage students in science, math, technology and

engineering concepts. Teachers have an opportunity to question, observe, record, make mistakes, and even get a little messy; all in the name of science. It is our hope that they will feel comfortable enough at the end of the conference to use these activities as stepping-stones to develop their own investigations into the fascinating world of science once they return to their classrooms.

### Summer Science Camp

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**Boeing Aerospace Leadership Chapter  
Huntington Beach, California**

Summer Science Camp (SSC) is a six-day learning adventure over a three-week period of time for students in grades Kindergarten

through 12, including elements of creativity, mentoring, community, and learning. The program focuses on communicating the joy and excitement of learning math, science, and technology in new ways. Students experience a unique opportunity to gain confidence in their own ability to work as "scientists and mathematicians" in a workshop setting.



Teacher strategies and activities modeled throughout the day are correlated to the California Assessment Standard objectives.



### Business and Industry Sponsors/Participation

The continuing effectiveness and credibility of the EED Program is established by the involvement of business and industry partners. Since the beginning of the program aerospace companies (Rockwell & Boeing) have provided a substantial portion of the resources. The value of this participation and support is evident from teacher feedback, new business/industry sponsors and intern involvement. They see a "real world" connection to learning and workforce development.

The EED program enrichment is greatly enhanced with more diverse business and industry partners. Additional support is needed from other technology sectors i.e., power, utilities, medical, communications, manufacturing. The new business /industry partners will improve the diversity of technology offerings to the educators and also offer them additional perspectives for our workforce development.

SSC has continued to develop and expand over time and reflects the thinking and contributions of many individuals drawing on a wide range of experience. The camp reflects the vision and commitment of The Boeing Company, other key corporate partners, and The Cerritos College Foundation to deliver an innovative program focused on interactive learning experiences for students, teachers and parents. Summer Science Camp includes a broad range of hands-on activities in mathematics, science, and technology workshops. The camp also enhances communication skills that are vital to students who will one day enter the work force and become the backbone of American business.

SSC 2002 attracted 428 students and 250 volunteers from 67 cities. Each year, the student and volunteer population ranges in age from 5 to 80. The program reflects a rich cultural diversity, encompassing a broad range of educational backgrounds, geographical locations, economic structures, skills, careers, and ethnicity.



### Complimentary Efforts

Cerritos College developed and implemented a K-8 Teacher TRAC which provides special training in math and science for aspiring teachers. Students who complete the Teacher TRAC program are guaranteed acceptance into CSULB's Teacher Training Program. The Cerritos College Foundation supports this program by granting a \$1,000 scholarship to the outstanding Teacher TRAC student. The 2004 Educator Enrichment Day will provide a crucial practical learning lab for the college's Teacher TRAC students as they serve as they participate in the conference. The first 100 Teacher TRAC students to signup will be provided a complimentary registration. Currently, there are over 300 Teacher TRAC students in the program with the first class graduating from California State University, Long Beach with their teaching degree and credential in Spring 2003.

If you would like more information about either of these two programs, contact Marie Mungaray at

<mailto:marie.mungaray@boeing.com>

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### Expanding Your Horizons

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On March 22, 2003, 7 Lockheed Martin women volunteers (five of them members of our NMA chapter) and a daughter of another, participated in the local Expanding Your Horizons Conference at Olympic College in Bremerton, WA. Janet Brittain was on the planning committee for the conference and Linda Knight, Cindy Brown, Nicole Fay, Kim Brennan, Germaine Szewczyk, and Carmel Palmer presented a workshop on Aeronautics and how rockets "fly". Their session, one of 13 sessions, explained what elements are needed to make a rocket fly, how to determine the proportion of these elements and then had a hands on experiment using balloons to see what shape and size flew the farthest. The conference, an annual event, brought about 250 girls in the 5<sup>th</sup> through 8<sup>th</sup> grades together to foster awareness of career opportunities for women in math and science.

[The Lockheed Martin MSC Bangor Chapter  
Bremerton, Washington](#)

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## **Silver Knight of Management Awarded**

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### **Lockheed Martin MSC Bangor Chapter Bremerton, Washington**

Mr. Tom Johnson was awarded the Silver Knight Award by the Lockheed Bangor Chapter of the National Management Association for creating a supportive environment for four of the NMA Chapters: SWFPAC Bangor, Washington, SWFLANT Kingsbay, Georgia, ER Cocoa Beach, Florida and Sunnyvale Bay Area Chapter.

His outstanding support of Lockheed Martin NMA functions is an excellent role model for all of Field Operations 2,000 employees. He also has done an outstanding job as the Sunnyvale Chapter's NMA Advisor for the past 2 Years. He is innovative and fun, he has helped create an employee development culture with NMA as a key component.

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Left to right... Janet Brittain, National Director, Tom Johnson, Silver Knight Recipient, and Germain Szewczyk, chapter President.

## **52nd Annual Fort Worth Science Fair**

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### **David B. Williams**

Lockheed Martin Leadership Association  
Fort Worth, Texas



The 52nd Annual Fort Worth Regional Science Fair was held on March 6, 2003, in the Amon Carter Exhibit Hall. There were over 400 students from Junior High and High Schools in the Fort Worth Region that entered exhibits. Lockheed Martin Aeronautics Company provided First, Second, Third place and Honorable Mention ribbons in the High School and Middle School Divisions in the fields of Engineering, Physics, and Science Projects. Lockheed Martin Leadership Association provided First, Second and Third place ribbons in the High School and Middle School Divisions covering all fields.

This year's first place LM Aero winner in the High School Division was Eric R. Mueller (Acton High School) for his project in the Engineering Category, *"Icing Is Such A Drag"*. The second place High School Division award went to Courtney A. Rafes (Northwest High School) for her project in the Physics Category, "There Is No Bender In This Fender". The third place High School Division award was in the Biochemistry Category and it was presented to Meena Agarwal (Dunbar High School) for her project "Identification Of Differentially Expressed Genes In Cardiomyocytes & Working Heart". The honorable mention award went to Matthew A. Gibbons (Paschal High School) for his chemistry project entitled "Polymers: The Effect, The Amount Of Water To The Rate Of Flow". The LM Aero winner in the Middle School Division was Nolan W. Goff (Liberty Christian School) for his project in the Engineering Category, "Effect Of Camber And Thickness On Airfoil Lift". The second place award went to William A. Mischke (Lamar Middle School) for his physics project "High Voltage Tesla Coil: How Does Varying Of Input Affect Output?" Third place award was in the Chemistry Category and was presented to Colton M. Nolen (Liberty Christian School) for his project "Rust Away". The honorable mention award went to Melissa A. Ganotis (McKamy Middle School) for her biochemistry project, "The Case Of The Sticky Fingers".

The first place LMLA winner in the High School Division was Amit S. Patel (Dunbar High School) for his project in Earth & Space Science Category on "Star Cluster Trajectories In Ring Galaxies". The second place High School award was in Gerontology and it went to Shinjita Das (Texas Academy of Mathematics & Science) for her study of "Regulation Of Bdnf Mrna: Neuro-protective Potential Of Progesterone In Alzheimer's". The third place High School award was presented to Shaunak Das (Dunbar High School) for his microbiology project on "Good-bye E.coli: A Study Of The Effect Of Anti-bacterial Herbs On E.coli Dh5a". LMLA first place winner in the Middle School Division was Brian Anderson (William James Middle School) for his project in the Botany Category on "Hooked On "ponics"". Second place went to Austin B. Lanford (Nolan Catholic School) for his zoology project on "How Fast Do Quail Grow?" The third place award was presented to Anna L. Mueller (Acton Middle School) for her project in the Behavioral & Social Sciences Category entitled "Catch Me If You Can".

The judges for LM Aero and LMLA were Dave Arens, Michael Bush, John Fruit, Wendell Pichon, Courtni Ramsey, Steve Smart, and David Williams. Our compliments to all of the students in this year's Regional Science Fair, their outstanding efforts were truly noted by all of our judges. Thanks to our judging team for their time and commitment, without their help and expertise, this would have been truly difficult. Special thanks goes to Mary Beth Borst and John Colotta for their help and support. In addition, special thanks to our management for providing us with the support and time for this worthy endeavor. Lockheed Martin Aeronautics Company and the Leadership Association have had a long history of supporting the Science Fair by providing volunteers and financial support for over 30 years.

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## **Diversity at the Movies**

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This Article Provided Courtesy of  
**Luisa Bangs**  
Port of Seattle Chapter  
Seattle, WA

Most of us enjoy experiencing a variety of cultures. This experience may include attending cultural events and celebrations within our communities, or traveling to unique destinations. We share diversity through a variety of experience that may include friends, peers at work, travel, the web, music, reading, eating and watching films.

Films may be one of the easiest, affordable and quickest ways to immerse us in the culture of others. We see, hear, identify and in many cases “experience” what is on film. Films have the unique ability to transport us to places and through time so that we can begin to experience a bit of the history that has shaped cultures and led us to where we are today – as well as where we hope to be in the future.

The Port of Seattle’s NMA Diversity Committee recently began a voluntary educational event called “Diversity at the Movies.” The program gives employees an opportunity to informally gather and view films that are socially relevant and expand our understanding of diversity. The event is free of charge to employees.

The films feature many cultures, affinity groups, eras and emotions. Our first film was “Monsoon Wedding”, an independently produced film that is set in modern India. Our second film was “To Kill a Mockingbird”, a classic American film about social injustice and racism in the southeast United States in the 1930’s.

Employee participation, interest, discussion and feedback have been positive. Future films may include an Irish film about the true story of a couple whose relationship is tested by religious intolerance; an Australian film about the relationship between a widower and his gay son; and an Australian movie that pertains to the government’s treatment Aborigines.

While cinema taps several emotions, and may show positive and negative experiences associated with diversity, it also increases staff understanding and appreciation of our diverse surroundings. We look forward to implementing additional ways to increase staff awareness of diversity.

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## **Aggressive Community Service**

**Oak Ridge Reservation Chapter**  
**Oak Ridge, Tennessee**  
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Service to the community is a key principle of leadership at the Oak Ridge chapter, and this has been an active year.

On Friday evening, March 14, a team of Oak Ridge Chapter NMA members volunteered their time to take telephone pledges during the membership drive for the local Public Television Channels 2 and 15.



In February, the chapter sponsored a book drive for the Briceville Public Library. The small library is a rich resource for the former coal mining town, but receives minimal county support for magazines, books, tapes, computer access, office supplies, postage, and state dues and fees. Members and friends of the chapter were asked to comb their attics, basements and shelves for useable non-fiction, fiction, text or coloring books that they would be willing to donate. A total of 1,100 books were collected and delivered, along with a used computer.

In December, a team volunteered an evening to wrap Christmas presents to benefit the local Habitat for Humanity. During December, chapter members also assisted a local school district obtain used computers. In addition, the Community Activities Committee donated money to the holiday party for the children of the Briceville community.

For Christmas, the chapter joined the Y-12 National Security Complex in continued its long-standing "Warm Fuzzies" program in support of the Aid to Dependent Families in Appalachian Counties (ADFAC). Chapter members gave items and money to provide teenager gifts for many families who would have nothing for the holiday season. The chapter collected over 185 boxes of supplies, taking four very full van loads to make the delivery.

In November, chapter members provided more hard work to support the Great Smoky Mountains National Park with refurbishment of the Cades Cove Picnic Grounds. In addition, NMA members at Y-12 volunteered to collect donations of money, water, and supplies to benefit the relief effort for the Morgan County tornado victims.

In October, the chapter joined Bechtel Jacobs' Community Involvement Team on three workdays to paint, clean, and refurbish a dormitory building at the Florence Crittendon Agency. In addition, the ORR Chapter collected and delivered clothing, shoes, duffel bags, suitcases, and personal items to the Florence Crittendon home for abused and runaway girls and their small children following the meeting on October 22.



In August, the chapter compiled a truckload of requested items for the annual "Day of Caring" to benefit a United Way Agency. Hundreds of school supplies, household products, and personal hygiene items were donated by ORR NMA members.

Oak Ridge Reservation Chapter  
Oak Ridge, Tennessee

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### ***From the Editor...***

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My thanks to everyone who submitted articles for this publication. If you have any questions, or have any articles you would like to submit for NMA Breaktime, please contact me:



Sue Kappeler,  
CM  
VP MIS  
[sue@nma1.org](mailto:sue@nma1.org)

*What successes are you having at your chapter?? Please let us know so that we may share them with other chapters! Also, I*

If you need to contact one of our chapter presidents, go to <http://nma1.org/chapters/chapters.htm>. This information is updated on a daily basis!!

***"A visionary is one who can find his way by moonlight, and see the dawn before the rest of the world."***

*--Oscar Wilde*

### ***Professional Development Corner***

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**Don't Forget...you don't want to miss out!**

Karen Tobias

encourage you to go to our message board. Simply access our website at <http://nma1.org> and go to the "Best Practices" tab. This is an excellent place to post questions or share any information with other NMA members / chapters / councils.

*Help us grow the Association... remember, increased membership equates to increased benefits for you!!*

### **Log on to Learn...**

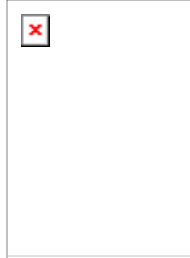
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Don't forget that MANAGE magazine is available ON-LINE ONLY. Visit the [NMA Homepage](#) and click on the following icon:



Use this link regularly to access to useful information for your personal and professional endeavors. The current May/June 2003 issue covers everything from "Teleconferencing Meetings" to "Communication Skills"... and a lot more! CHECK IT OUT!

VP of Professional Development  
[karen@nma1.org](mailto:karen@nma1.org)



As you change chapter leaders, don't forget to let us know who your new Professional Development Chair is for next year. In the next few months, we will be sending information on new things happening in Professional Development and we don't want to miss anyone. Just to give you a sneak preview, we are going to have some new vendors with great discounts...plus, lots of other surprises. It is so easy to let us know, just go online to complete the chapter election form at <http://www.nma1.org/forms/admin/elect.htm> or send in the hardcopy from you Chapter Leader Kit.

Also, it is a good time for a reminder that we need to have the B-3 form on file. The B-3 is the Authorization to Grant CEU form. Basically, it is next year's Professional Development Program Plan. The International Association for Continuing Education and Training (IACET...the group that allows us to grant CEU) requires that each year the organizations have a written plan of the activities they will conduct for the next year. Once we have received your chapter's plan, the Authorization to Grant CEU form, your chapter has earned 5 points in the Awards Program...and met the first requirement for the National Professional Development Award. We try to make this easy to do. You can go online to <http://www.nma1.org/forms/pd/b3.htm> or send us a hard copy from the Professional Development Guide.

"Good Luck" to your new leadership teams.

**"Motivation is when your dreams put on work clothes"**

## **New pre-Conference Session Planned: The Certified Manager Immersion Course**

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Have you been putting off preparing for the Certified Manager Examination? If so, NMA and the Institute of Certified Professional Managers (ICPM) are conducting an experiment to help you.

The upcoming NMA National Conference starts on Sunday afternoon, September 21<sup>st</sup>. This year, ICPM is offering an on-site one-day "CM Immersion Course" the day before... on Saturday afternoon into early Saturday evening.

The Immersion Course is a one-day program that provides a broad overview of management concepts essential to success in the field of management and on the CM certification exams. The course is based on the ICPM study manuals and covers the core areas of management, including planning, leading, communicating, controlling, organizing, teaming, motivation and ethical conduct.

Attendees should be prepared to participate and share their management experience. The course will begin promptly on Saturday, September 20, 2003 at 12:00 noon with a working lunch and will finish no later than 7:30 P.M., with two 15-minute breaks. The deadline for registering for the course is August 1, 2003.

The cost for the course alone is \$125; other pricing options are available which include additional study materials, guides, and pre-payment of application fees and exam fees.

Contact ICPM at 800-568-4120 for more information or visit their web site at <http://www.icpm.biz/immersion.htm>. Additional information will also be posted soon as part of the NMA National Conference promotional materials. Download a promotional flyer (.pdf) which announces both a summer sale on CM prep materials as well as the Immersion Course at <http://nma1.org/CM.pdf>.

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