

## TR Leadership Summit

Thursday, September 1, 2011 ~ 9:30 am – 4:30 pm

Wheaton Park District Community Center, 1777 Blanchard, Wheaton

EARLY REGISTRATION DEADLINE: Thursday, August 18, 2011

REGISTRATION DEADLINE: Friday, August 26, 2011

CONTINUING EDUCATION UNITS: Attendees will receive .55 CEUs for full day attendance.

### REGISTRATION FEES:

- IPRA Member                      EARLY: \$54, Full Day; \$24, Half Day; REGULAR: \$59, Full Day, \$29, Half Day
- Non-Member                      EARLY: \$86, Full Day; \$41, Half Day; REGULAR: \$91, Full Day; \$46, Half Day
- Student                              \$25, Full Day

*Presented by: Therapeutic Recreation Section*

*Questions? Contact Peter Pope at 630-289-1000 x705 or [ppope@bartlettparks.org](mailto:ppope@bartlettparks.org).*

**9:30 am – 10:00 am                      Registration/Check In**

**10:00 am – 11:30 am                      Session 1**

### *Jumping Over the Generational Gap*

**Presenter: Terry White, Partner, Leading Edge Consulting Group**

If there ever was a time for managers to refine their leadership skills, the time is now. Gone are the command and control days of managing by decree. Generation X and Y have little tolerance for unquestioned authority. Electronic communication has further eroded the traditional hierarchy as ideas flow more freely and a new sense of urgency is now firmly part of the economic landscape. The combination of Generation Y eagerly advancing up the professional ranks and Baby Boomers often refusing to retire has, over the course of a few short years, dramatically shifted the composition of the workforce; each of these generations is roughly the size of Generation X which lies between them. More importantly, Boomers and Gen Ys are together redefining what constitutes a great place to work. We will explore the similarities and differences of the generations, where their preferences lie, and discuss strategies for managers to adapt to the workplace demands of all three generations.

### *CTRS Study Session*

**Presenter: Donna McCauley, Full-Time Coordinator/Professor, Moraine Valley Community College**

This session will provide a comprehensive overview of the CTRS exam as well as a review of the exam's content and helpful tips for preparing and studying.

### *Sponsorships 101*

**Presenter: Tonya Vernon, Corporate Partnership Manager**

As professionals in therapeutic recreation, you find yourselves wearing many different hats that you never thought you would. When new opportunities present themselves you often ask, "Where to start?" When it comes to sponsorships you should also be asking, "How do we get going and how do we keep them coming back?!" This session will provide an introduction to sponsorships including how to organize them, price them, package them and sell them to help you do what you really do best.

**11:40 am – 1:10 pm****Lunch and Keynote Presentation*****Six Degrees of Special Recreation... How to Develop Your Career!***

Whether you are in the second month or 20<sup>th</sup> year of your career in a special recreation association, this session is for you. This interactive session is about you, your career and developing the path to success in special recreation associations. A representative group of your peers at all levels of employment in SRAs (specialist, manager, superintendent and director) will discuss the importance and common competencies necessary for each position. An open forum discussion will be conducted to explore the exciting and challenging aspects of each position in SRAs. We will also discuss the opportunities for advancement and ways to best develop your career.

**1:20 pm – 2:50 pm****Session 2*****Assert, Motivate, Mentor!*****Presenters: Steve Neill, Aquatic Program Supervisor, Arlington Heights Park District****Alisa Kapusinski, Program Manager, Hoffman Estates Park District****Tony Korzyniewski, General Manager, Sachs Recreation Center, Deerfield Park District**

It is important for new staff to assert themselves in their first job. Learn how to speak up with confidence and maturity to step into your role to manage the responsibilities involved with supervising part time staff and volunteers. General office etiquette as well as how to assimilate into the office environment will be also be topics of discussion in this interactive session.

***The ABCs of Park District/SRA Funding*****Presenter: Steve Burgess, Business Manager, Schaumburg Park District**

This session will address the formation of an SRA within the park district code and how it is funded. The primary funding of park districts and SRAs is through the real estate tax levy. Attendees will understand the levy process of the park districts, how it works for the park districts as well as the special recreation association. The speaker will also include a discussion of the tax cap, CPI and other issues related to the current decrease in property values.

***The Nuts and Bolts of Human Resource Management*****Presenter: Nancy Aldrich, Superintendent of Human Resources, Arlington Heights Park District**

While more and more agencies are fortunate enough to have a dedicated position, the truth is that anyone who supervises employees inherently has to "do" HR! Do you know what your HR responsibilities are? In this interactive session, Nancy will cover the nuts and bolts of the basic HR competencies that all park and recreation professionals should have. We will explore effective ways to handle a few of the most challenging HR situations.

**3:00 pm – 4:30 pm      Session 3**

***How to... Instruct Kids Sports and Fitness Programs***

**Presenter: Suzanne M. Gray, M.S., Right Fit – Sport Fitness Wellness, LLC**

Youth sports and fitness programs are a vital part of each agency's program line up. Building proper sport knowledge and correctly developing young athletes can be difficult if you are not sports minded. This session focuses on the basics of designing a sports program from start to finish so you feel confident in your teaching skills to all ability levels.

***How to Address Changing Community Needs***

**Presenter: Laura Payne, Associate Professor, University of Illinois**

Learn how to truly assess needs to develop new program ideas to meet changing community demographics by developing meaningful surveys and facilitating focus groups to gather meaningful data to better serve the needs of current and potential future participants.

***How Using Statistics Can Improve My Program***

**Presenter: Greg Bruggeman, Aquatics Supervisor, Elgin Parks and Recreation**

Does the thought of doing statistical analysis scare you? Worry no more... You will learn practical ways to utilize statistics, outcome related measures, pre & post test measures, and applied stats to help you improve the quality of programs and services delivered at your agency.

**4:30 pm – Networking at Arrowhead Golf Club, 25W151 Butterfield Rd., Wheaton (2 miles from the Community Center, Cash Bar)**

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In order to provide efficient services to our members, online registration is available for all programs and services. You may register with Visa or MasterCard at [www.ipraonline.com](http://www.ipraonline.com). If you do not know your login or password or experience any problems with logging in, please send an e-mail to [webmaster@ilipra.org](mailto:webmaster@ilipra.org) or call 630/376-1911 x208 for assistance.

**ADA COMPLIANCE:**

In compliance with the Americans with Disabilities Act, IPRA will make all reasonable efforts to accommodate persons with disabilities. Please contact Dina Kartch, IPRA Education and Conference Director, at either [dina@ilipra.org](mailto:dina@ilipra.org) or 630-376-1911 x200 if you have any special accessibility or meal requirements.

**CANCELLATION POLICY:**

Cancellations must be submitted in writing and received one week prior to the workshop in order to receive a refund less a service charge of \$25. No refunds will be granted for cancellations received within one week of the workshop. Substitutions are permitted.

***Registration is available online at [www.ipraonline.com](http://www.ipraonline.com).***

***Save time, paper and money.***

## REGISTRATION FORM

In order to provide efficient services to our members, online registration is available for all programs and services. You may register with Visa or MasterCard at [www.ipraonline.com](http://www.ipraonline.com).

### HOW TO REGISTER ONLINE:

- Go to the **IPRA Calendar** area at the right side.
- Click on the event that you would like to register for.
  - If it is not listed, click on the **“More Events”** button and scroll through until you locate your event.
- Click the **“Register Online”** button. It will provide a list of all programs that are open for registration.
- Click the **“Add to Cart”** button next to the one that you would like to register for.
- Check the appropriate fees for the event that you would like to register for.
- You will be asked to log in if you have not already done so.
  - If you do not know your user name and/or password or if you experience any problems with logging in, please call 630/376-1911 x208 or send an email to [sheila@ilipra.org](mailto:sheila@ilipra.org) for assistance.

If you are unable to complete the online registration process, you may use this form to register. Please complete this form and return it to IPRA for manual processing. If you are registering more than one person, please complete a separate form for each. There is a \$10 manual processing fee.

**CANCELLATION POLICY: Cancellations must be submitted in writing and received one week prior to the workshop in order to receive a refund less a service charge of \$25. No refunds will be granted for cancellations received within one week of the workshop. Substitutions are permitted.**

NAME OF WORKSHOP: \_\_\_\_\_

REGISTRATION FEE: \_\_\_\_\_

MANUAL PROCESSING FEE: \_\_\_\_\_ + \$10.00

TOTAL: \_\_\_\_\_

**Registration Information** (Please complete all fields legibly to ensure accurate enrollment. Please notify IPRA if your information changes.)

IPRA Member       Non-Member

Name \_\_\_\_\_ Title \_\_\_\_\_

Agency/Organization \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Check (Payable to IPRA) \_\_\_\_\_  Purchase Order \_\_\_\_\_ (All POs are due 30 days upon invoice.)  Visa  MasterCard

Account Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Cardholder's Name \_\_\_\_\_ Signature \_\_\_\_\_