

Twin City Area Labor Management Council

**COMMITTEE EFFECTIVENESS
TRAINING**

Wednesday April 2, 2008

Wednesday October 8, 2008

8:30 a.m.— 4:00 p.m.



Labor Management Committee participants attending this session will:

- ▶ **BE INTRODUCED** to the structure and function of the labor management committee process.
- ▶ **DEVELOP SKILLS AND KNOWLEDGE** to be an effective labor management committee member.
- ▶ **GAIN A BETTER UNDERSTANDING AND APPRECIATION** of labor management cooperation.

PLEASE NOTE:

This training is highly interactive and focuses on the **knowledge, skills and tools** needed to make committee members function more efficiently with confidence in their respective roles.

ALL REGISTRANTS are required to be on time and in attendance all day for this valuable training opportunity.



TRAINING LOCATION:

Ramsey County Public Works
1425 Paul Kirkwold Dr.
(Hamline & Highway 96)
Arden Hills, MN 55112

Marsden Room

REGISTRATION IS REQUIRED!

Complete Registration Forms must be received at the Council Office by U.S. Mail or FAX

No-shows and cancellations will be responsible for payment.

NO REFUNDS

Substitutions are Welcome!



**PICK YOUR DATE
MARK YOUR CALENDAR
AND
REGISTER NOW!**

Twin City Area Labor Management Council

REGISTRATION

COURSE TITLE: **Committee Effectiveness Training**
For members of Labor Management Committees

DATES: **Wednesday April 2, 2008**
(choose one) **Wednesday October 8, 2008**

TIME: **8:30 a.m.— 4:00 p.m.**

LOCATION: **Ramsey County Public Works***
1425 Paul Kirkwold Dr. (Hamline & Hwy. 96)
Arden Hills, MN 55112 *(directions attached)*
Marsden Room

**Parking available in the West Parking Lot.*

COST: **\$85.00 per Member / \$100.00 per Non-Member**
(questions re: membership please call 612-676-3725)
Includes all training materials & lunch

REGISTRATION IS REQUIRED!
Reservations may be called into the Council Office at (612) 676-3725. **HOWEVER:** Complete Registration Forms must be received at the Council Office by U.S. Mail or FAX

Mail completed Registration and check to:
TCALMC
2829 UNIVERSITY AVENUE SE, #100
MINNEAPOLIS MINNESOTA 55414
(612) 676-3725

Or FAX Registration Form to:
TCALMC
(612) 676-3748

<i>Applicant Information (please print)*</i>	<i>Work Phone</i>	<i>Address (if different from invoice address)**</i>
Name _____	_____	_____
EMAIL _____	_____	_____
Name _____	_____	_____
EMAIL _____	_____	_____
Name _____	_____	_____
EMAIL _____	_____	_____

Organization: _____

Contact Person: _____ Phone No.: _____

EMAIL: _____

****Send Registration Invoice to: (please print)**

Name: _____ Title: _____

Address: _____

EMAIL: _____

Authorized signature: _____ Phone _____ Date _____

*Photocopy this form for additional applicants.



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Marsden Room
Ramsey County Public Works
1425 Paul Kirkwold Dr.
(Hamline & Highway 96)
Arden Hills, MN 55112

DIRECTIONS

Ramsey County Public Works Partners Facility
1425 Paul Kirkwold Drive
Arden Hills, MN 55112

From **St. Paul**, travel north on I-35E to W-694, take Hamline Avenue exit north, cross Hwy 96. Take first left (Paul Kirkwold Driveway), pass building to the west parking lot.

From **Minneapolis**, travel north on I-35W to Hwy 96 go east to Hamline Avenue. North on Hamline to first left (Paul Kirkwold Driveway), pass building to the west parking lot.

Note: Map quest will not provide accurate directions.

Twin City Area Labor Management Council

2829 University Avenue Southeast, Suite 100 • Minneapolis, MN 55414

Office: (612) 676-3725 **Email:** tcalmc@gmail.com **Fax:** (612) 676-3748 **Website:** www.tcalmc.org