
Message from the President

Greetings Fellow ASTD Members!

The holidays are upon us and it is time to celebrate and appreciate. I want to invite you to join us for the Holiday Social on December 11th. This is the last opportunity to network and have some fun with fellow ASTD before the New Year. Please register in our website www.astdmemphis.org by this Friday, December 7th.

I also want to thank you for continuing to support the ASTD Memphis chapter. It is time for me to bid you farewell as President. Time for me to pass the torch to your new 2013 ASTD Memphis President, Steven Aronson. It has been a rewarding experience leading this chapter for the past two years. Leaving my post is going to be bittersweet. However, I have every confidence that Steven will be able to **Take the Chapter to the Next Level!** I will continue to serve on the board and still be at your service whenever you need.



Happy Holidays,

Debra M Bennett
ASTD Memphis
Chapter President

Chapter Election Results

According to the ASTD Memphis Chapter Bylaws, the election for the 2013 Elected Board Members was held during the November luncheon. The final results are as follows:

- President* Steve Aronson
- President-Elect Leonard Cochran
- VP of Communications Nedra Bailey
- VP of Finance Jeff Fendley

* Steve Aronson was elected as President-Elect on November 2011.

The elected positions will assume direct responsibilities on January 1, 2013. The other Board Members are appointed positions.

Upcoming Events

December 11th –December Holiday Social!

Date: Tuesday, December 11, 2012

Location: Hyatt Place Memphis Primacy Parkway
1220 Primacy Parkway, Memphis, TN

Time: 6:00 p.m. – 9:00 p.m.



This year's celebration is at Hyatt Place Primacy Parkway. We will begin the celebration with hors d'oeuvres and a cash bar. Dinner will be served and we will wrap up the evening with our annual auction. This event is available to membership and their immediate guests. All guests will be able to attend at the members' rate. Count your 'BUCKS' and join us for this festive celebration.

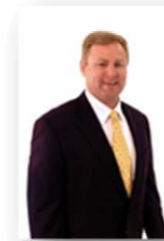
January 8th – Relating Training Interventions in the Aviation to Your World

Date: Tuesday, January 8, 2013

Presenter: Dave Kaiser, CTI

Location: Holiday Inn – University of Memphis
3700 Central Avenue, Memphis, TN 38111

Time: 11:30 a.m. – 1:00 p.m.



Dave Kaiser, Vice President and Chief Learning Officer for Crew Training International (CTI) will join us in January 2013 to talk about training interventions in the aviation industry. Specifically, Dave will discuss the training interventions to reduce aircrew errors by revealing the needs assessment of the learning deficiencies, the design attributes of each intervention, and the statistical effectiveness of each of the interventions for three of Kirkpatrick's levels of learning. During the question period you will be able to draw insight on how the lessons learned can be applied to all learning audiences.



Welcome New and Renewal Members

On behalf of the Chapter, we want to express our thanks to the people who either joined or renewed their membership during November 2012.

NEW

Karen Phillips
Recruiter
Bethel University

2012 Auction & December Social

The auction committee is accepting donations for the December social, and we hope to receive yours. Please contact Tiereny Tunstall, Event Coordinator, at Tiereny.Tunstall@brother.com or Steve Johnson, Auction Committee Member at profrecruit@bellsouth.net to arrange pick up for your donation. Remember, you receive Auction Bucks for the retail value of your donation to use the night of the auction. Thank you for your support!

Your Help is Needed!

Meet a Lifetime ASTD Memphis Chapter Member

George P. Aldrich

George has been a leader within the ASTD Memphis Chapter and training community for over 25 years. He served as Chapter President in 1991 and as a board member for over 15 years. As Membership Chair from 1982 - 1984, George was instrumental in building the member base from 65 to 220. This resulted in national ASTD recognition for greatest chapter growth in 1983 and 1984. Concurrently, he led the team to create the Chapter By-laws and Constitution.



As Chapter President, George led the board and membership to identify the chapter's first mission, vision and values as part of the annual goal setting and 5 year strategic planning process. Mr. Aldrich partnered with the leadership of the United Way of the Mid-South to institute the MAP or Management Assistance Program. For over 20 years, chapter professionals provided monthly pro-bono leadership development programs to help train the leadership in 100+ not-for profit agencies. The program served as a national ASTD benchmark for community service excellence.

Additionally, Mr. Aldrich created the first membership directory and served as Chapter Vice-President, Newsletter Editor, and, Program and Professional Development Chairs. As development chair, George coordinated two highly successful two-day train-the-trainer workshops to meet development needs of 140+ members.

Professionally, George has 35+ years experience in human resources administration, management and employee development, career counseling, total quality, strategic planning, and consulting. He also served as Manager of Manpower Planning and Workforce Development for Shelby County Government, Assistant Director of Human Resources for the Baptist Memorial Healthcare Corporation; Director of Training and Development for St. Jude Children's Research Hospital; Director of Management Development for Methodist Healthcare, and Director of Human Resources and Education for the Baptist Medical System in Little Rock, Arkansas.

In recognition for his contributions, the George P. Aldrich Award is presented annually to a member who has made significant contributions to the chapter, the field of training, and the greater Mid-South Community. Currently, George is enjoying retirement with his wife Jan in Hot Springs Village, Arkansas.

Good Readings for Learning Professionals!

The ABC's for Trainers

By Sarah Bohnenkamp

- A*- **ADDIE** instructional design model is your friend! Spend most of your time in the Analysis and Design stages and rest becomes a piece of cake!
- B*- **Be Yourself!** Each trainer/facilitator has their own unique style. Embrace yours. Clones are for Star Wars.
- C*- **Celebrate in the classroom!** What should you celebrate? Things that align with your learning objectives, trying on new skills, making mistakes, etc.
- D*- **Do teach to the fastest learner.** If you make everyone wait around until the slowest learner gets it, you will squelch motivation at lightning speed. It's amazing how many facilitators don't get this one.
- E*- **Evaluations...pre and post are a must!** Figure out what you're doing well and what you need to modify with a few simple questions.
- F*- **FUN!** Don't forget that ALL training should have many elements of fun. It's true, the more fun you have while learning, the "stickier" it becomes.
- G*- **Goals.** Ask participants to set personal **learning goals** right from the start. If we don't begin with the end in mind, how will we know if we've crossed the finish line?
- H*- **Hold learners accountable.** You can't MAKE them learn, but you can provide an excellent environment for them to do so and reinforce the WIIFM (what's in it for them) to take advantage of the opportunities you're providing!
- I*- **Invest in yourself...**trainers need training too. Make time for it and fight for it in your budget. You MUST sharpen the saw or you'll burn out and your creativity will be zapped.
- J*- **Jump,** jive, stretch, bend, squat, walk...Yes, the key here is MOVEMENT! This includes you and your participants. Get people moving throughout the day...sitting all day is hard and will drain the retention level of your class.
- K*- **Knowledge is Power!** Keep reinforcing this with your participants and help them to experience what this really means.

Good Readings for Learning Professionals!

- L**- **Learning objectives** are NOT optional. Period.
- M**- **Metrics aren't evil**...pick something to measure in your training program to see how you're influencing change. Test scores, satisfaction scores, accuracy...draw a line in the sand and see what happens over time! Don't hesitate...do it today! If you don't like what you've picked in a few months, try again with another idea.
- N**- **Never forget** why you decided to become a training professional. When you have a tough day in the classroom, just reflect back on your personal training mission. It will help you make it through.
- O**- **Online learning** should most definitely have its place in your organization. Indulge self—paced learning. Adults love it (when you don't make them just read text on a screen). It's not as expensive or difficult as you might think.
- P**- **Perceptions** are NOT always **reality** in the classroom. Don't jump to conclusions about learners. Ask questions.
- Q**- **Quiet time** or down-time should be scheduled **throughout the day**. Give participants time to reflect, to work on self-paced activities, and to simply relax and process what they've experienced.
- R**- **Rock and Roll SHOULD be used in the classroom**...or classical, jazz, pop, hip-hop, etc. **Music can make learning more fun and memorable**. What could be playing before class starts to help set the tone of the day? What about during activities? How can you end with music?
- S**- **Scenarios...use them**, and use them *OFTEN!* Encourage critical thinking and creativity during these activities.
- T**- **"Talking Heads"** should be FIRED! *Don't be one...*
- U**- **Understand** that some people aren't going to fall in love with your facilitation style. That's ok. Keep doing *your* thing.
- V**- **Value individuals**. Although you are often teaching "the company way," value the personal touch each participant brings to the table during activities. There is really no "right" way to say something. There are LOTS of ways!



Good Readings for Learning Professionals!

- W*- **Webinars rock!** Don't shy away from technology...use this delivery channel for pre and post training strategies to get started. Remember, training isn't an "event"...it's a process! Make the process convenient and cost-effective.
- X*- **Xtra** effort should be recognized. If you have a participant who is helping those around them or who is going above and beyond...let them know you appreciate their efforts.
- Y*- **Yesterday's lessons matter**...find ways to **tie back** to what the class learned yesterday (or last week, etc.) to what they're learning today and make it all fit in the grand scope of work/life.
- Z*- **Zinc**...and other nutrients are critical to your success. Eat well and drink lots of water to be on your "A" game in the classroom. Have a bottle of water with you at all times.

If you would like to share with our ASTD Chapter members a good book summary and/or an article, please send us an email to newsletter@astdmemphis.org. Your knowledge and expertise are greatly appreciated.