



**SEPA SHRM**  
**Formerly: N.E. PHILADELPHIA**  
**BUX-MONT CHAPTER**  
**SHRM Chapter**

**Presents:**

**Project Management Skills for**  
**Human Resources Professionals**

**Pending Approval for 1.0**  
**Recertification Credits**

**Tuesday, April 19, 2005**  
**8:00 AM – 10:15 AM**

at the Best Western Hotel  
11580 Roosevelt Blvd.  
Philadelphia, PA

## ***Project Management Skills for Human Resources Professionals***

Project Management is an increasingly important skill for the Human Resources Professional. As we are continually required to “do more with less”, the ability to plan, manage, and execute projects and project tasks effectively is critical to our success. These skills are critical not only within our areas of practice, but to the individuals with whom we partner and to the businesses we support.

Successful Project Managers use a disciplined approach to planning and executing projects that can be easily implemented in your daily work. Whether you manage projects occasionally or every day, you will find this session of interest as we discuss proactive vs. reactive planning; how to avoid scope creep; and how to accurately estimate timeframes and budgets accordingly.

Bring your projects and questions, as we will provide answers to the challenges of managing Human Resources projects.

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## About our Speaker:

### **Dale Metallo,** **Director of Human Resources** **Prudential Financial**

*Ms. Metallo is the Director of Human Resources at Prudential Financial in New Jersey, where she has been working in support of Prudential's Corporate Operations & Systems organizations for the past eight years. She has extensive experience in various Human Resources roles, including: Organizational Development; Training; Diversity; International and HR Generalist activities. Formerly with the Bell System, Dale was responsible for implementing a comprehensive Project Management Training Curriculum and led the successful implementation of one of the first industry-wide Project Management E-Learning programs.*

#### **DIRECTIONS**

The Best Western is conveniently located on US 1; 3 miles south of the PA Turnpike exit 28, or 4 miles West of I-95 Woodhaven Road exit. The hotel's phone number is 215-464-9500.

#### **PROGRAM SCHEDULE**

8:00 Breakfast and Networking  
8:30 Business Meeting, Introductions and "Hot Topics"  
9:00 Featured Speaker  
10:00 Networking

*If you need a special accommodation to attend, please call (215) 698-7116*

Please register and send your check in advance. You can always substitute a staff member if a conflict occurs.

**ONLINE REGISTRY IS UP &  
RUNNING – ANY PROBLEM, JUST  
PRINT OUT THE FORM & FAX TO:  
215-698-7116**

#### **MARK YOUR CALENDAR**

**Tuesday, May 17, 2005**  
Disability Awareness

**Tuesday, June 7, 2005**  
Annual Networking Event at Sesame Place

#### **SEE OUR CHAPTER WEB PAGE AT:**

[www.SEPASHRM.org](http://www.SEPASHRM.org)

This program is pending approval for 1.0 recertification credit hours toward PHR & SPHR recertification through HRCI. For more information visit

[www.hrci.org](http://www.hrci.org)

## **Monthly BREAKFAST MEETING**

**TUESDAY**

**8:00 – 10:15 AM**

April 19, 2005

Complete this registration form and mail it, along with your check to Susan Warner. Reservations must be received by Friday, April 15, 2005.

If you are unable to meet this deadline, please try to call Susan or Larry at (215) 698-7116, by 10 AM, Monday, April 18, 2005, if you plan to attend.

Make your check payable to: SEPA SHRM and mail to:

**Susan Warner, J.D., SPHR**  
**Chapter Administrator**  
**C/o Human Resource Trouble Shooters**  
**9090 Pine Road**  
**Office Suite A**  
**Philadelphia, PA 19115**  
**(215) 698-7116**  
SEPA SHRM Chapter

Members	\$12.00
Non-Chapter Members	\$17.00
Full-Time SHRM Student Members	Free

# Attending \_\_\_\_\_

Amount enclosed \$ \_\_\_\_\_

SHRM # \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Employer \_\_\_\_\_

Phone Number \_\_\_\_\_

Guest Name \_\_\_\_\_

Employer \_\_\_\_\_

Phone Number \_\_\_\_\_

E-Mail \_\_\_\_\_



**South Eastern Pennsylvania SHRM**  
c/o Human Resource Trouble Shooters  
9090 Pine Road - Office Suite 'B'  
Philadelphia, PA 19115-4417



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