



**P R O F E S S I O N A L   D E V E L O P M E N T**

**IPMA-HR Developing Competencies for HR Success**

**July 13-16, 2010**

Alexandria Training Facility  
2034 Eisenhower Avenue  
Alexandria, VA 22314

Understand and Apply the 20 Competencies in the IPMA-HR Competency Model

Members: \$275; Nonmembers: \$375

*How do you apply HR competencies to your organization?*

*Do you want to be a strategic partner at your agency?*

*Want your staff to achieve excellence and be recognized as certified HR professionals?*

**The Solution is IPMA-HR Competency Model Training**

**Developing Competencies for HR Success** training consists of 4 days and is the best way to become a strategic partner within your organization. This course will help you and your staff shift from managing “people issues” to “people-related business issues.”

**Here Are Just a Few of the Topics in the Training:**

<p><b>Introduction</b></p> <ul style="list-style-type: none"> <li>• Competency Definitions</li> <li>• Self-Assessment</li> </ul>	<p><b>Business Partner</b></p> <ul style="list-style-type: none"> <li>• Becoming a Business Partner</li> <li>• Transitioning to the Role</li> <li>• The Consulting Process &amp; Collaborative Role</li> <li>• Communications &amp; Levels of Listening</li> <li>• Risk Taking</li> <li>• Focusing on Performance</li> </ul>
<p><b>HR Leader</b></p> <ul style="list-style-type: none"> <li>• Defining &amp; Exercising Leadership</li> <li>• Building Teams &amp; Coaching Staff</li> <li>• Leadership &amp; Decision Making</li> <li>• Ethical Behavior</li> <li>• Inspiring Promotion of Diversity</li> <li>• Resolving Disputes &amp; Reaching Consensus</li> </ul>	<p><b>Change Agent</b></p> <ul style="list-style-type: none"> <li>• Foundational Understanding of Change</li> <li>• Creating an Atmosphere for Change</li> <li>• Managing Change</li> <li>• Being a Change Agent</li> </ul>

*Solutions for Public HR Excellence*

1617 Duke Street  
Alexandria, VA 22314  
703-549-7100  
703-684-0948 (fax)  
www.ipma-hr.org

**REGISTRATION FORM**

**PARTICIPANT INFORMATION** Please type or print information.

First Name	Last Name	Designation (e.g., IPMA-CP)	
Title			
Agency/Organization			
Mailing Address			
City	State/Province	ZIP/Postal Code	Country
Phone	FAX		
E-mail Address	IPMA-HR Member # (required for all members)		

**COURSE FEES** Please check the appropriate fee category.

- \$275 Current IPMA-HR Member
- \$375 Nonmembers (includes a one-year IPMA-HR online membership)

**REGISTRATION AND PAYMENT**

Registrations are processed in the order in which they are received. Full payment must be submitted with registrations. Registrations received without payment will not be processed.

- FAX registration form with credit card information to (703) 684-0948.
- MAIL registration form with payment payable to IPMA-HR, 1617 Duke Street, Alexandria, VA 22314

Check Enclosed (payable to IPMA-HR)

I authorize IPMA-HR to charge \$ \_\_\_\_\_ to my:  MasterCard  Visa

Card#	Expiration Date
Name of Card Holder	Signature

Confirmation: We will confirm registration by mail and/or email within 10 days of receipt of your completed registration and payment.

**CANCELLATION / REFUND POLICY**

- All cancellation requests must be submitted in writing and faxed to (703) 684-0948 or mailed (address below).
- If received in writing before Monday, June 28, 2010 IPMA-HR will refund the registration fee less a \$50 processing fee.
- Registration fees will not be refunded for (1) cancellations received after Monday, June 28, 2010 or (2) no-shows.

**SEND REGISTRATION AND PAYMENT TO:**  
IPMA-HR  
1617 Duke Street  
Alexandria, Virginia 22314  
Fax (703) 684-0948

**QUESTIONS ABOUT THE PROGRAM? CONTACT:**  
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