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FOR IMMEDIATE RELEASE

Friday, December 16, 2016

Contact: **Director of Networking & Knowledge**

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Topic: Take Control of Your Workday

Speaker: Lori Firsdon, Forte Organizing

AFP is excited to welcome Lori Firsdon, Forte Organizing, to Networking & Knowledge for an insightful discussion over breakfast. Lori will share how to corral your unruly workday by implementing new systems and changing old habits. You'll learn how to call the shots from your restructured office, including how to:

- Rescue your desktop and workspace from unnecessary clutter
- Eliminate distractions and interruptions you can control
- Systemize and minimize your email process
- Encourage your staff to get organized and become an efficient team

Regardless of your career path, you'll leave with new ideas applicable for today's work environment.

Lori Firsdon, owner of Forte Organizers, has been organizing professionally since 2006. She works with individuals and families in their homes as well as business people in their offices. She is a sought-after public speaker on personal and business organization skills.

Lori is a regular Dayton Daily News columnist and has been featured on national television shows focused on organizing, including on A&E Television's popular Hoarders. Besides being an entrepreneur, she is the mother of five children, which gives her valuable insight on what organizational challenges most people face in trying to balance home and work life.

She shares her practical solutions, which can be immediately implemented and motivates listeners to think differently about their 'stuff' and encourages them to reclaim the time they have lost to being disorganized.

Allow Lori to help your audience to stop feeling so overwhelmed and start living a more joyful, fulfilling life.

Ethics Presentation: Laura Ripberger, Executive Director, CISV USA National Office

Wednesday, January 4, 2017

7:45-8:00 AM Networking/Registration

8:00-9:30 AM Presentation

Cincinnati Red Cross: 2111 Dana Avenue, Cincinnati, Ohio 45207

Cost: AFP – Member Free

Student (with valid student ID) – Free

Non-AFP Member – \$25 *Your registration is a financial commitment*

Registration: www.afpcincinnati.afpnet.org

Registration details on event page of chapter website.

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The Association of Fundraising Professionals (AFP) represents more than 30,000 members in 238 chapters throughout the world, working to advance philanthropy through advocacy, research, education and certification programs. The association fosters development and growth of fundraising professionals and promotes high ethical standards in the fundraising profession.

The AFP Greater Cincinnati Chapter includes approximately 336 members representing cultural, educational, health, social-service and professional organizations. Members adhere to a code of ethical principles and standards of professional practices.



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