

Breakfast at the Bar: Associate Training Program

Co-sponsored by KCMBA CLE Advisory Committee and the
Kansas City Association of Legal Administrators

Location: Lantz Welch Education Center, KCMBA Headquarters,
1125 Grand Blvd., Ste. 400, Kansas City, MO 64106

Registration: 8 a.m. **Seminar:** 8:30 to 9:30 a.m.

Course Description:

Breakfast at the Bar was developed for associates to enhance their law firm and business skills. It consists of a series of six diverse programs, offered from September to April, designed to provide instruction on essential skills including self-promotion, time management, crisis management, delegation, office communication and business development. Instructors of this series consist of a unique partnership of attorneys, administrators and regional business consultants to provide associates a strong foundation for a successful legal career.

March 13: Effective Communication Skills: Making Yourself Heard

1.2 CLE Hours in Missouri

Karen Griggs, *CLM, Administrator, Baker Sterchi Cowden & Rice, LLC*
Delany Dean, J.D., Ph.D., *Ass't Professor of Psychology, Avila University*

April 10: Business Development: Choosing and Keeping the Right Clients

1.2 CLE Hours in Missouri

Terry E. Brummer, *Chief Operating Officer, Stinson Morrison Hecker, LLP*
Tim E. Dollar, *Dollar Burns & Becker, L.C.*
Pascale L. Henn, *Counsel, Commercial & Consumer Litigation, Embarq Corporation*

May 15: Delegation/Multi-Generational Office (Rescheduled from Feb. 13)

1.2 CLE Hours in Missouri





Elaine Crider, *SPHR, Human Resources Director Spencer Fane Britt & Browne LLP*
Maria Hunt, Ph.D., *Professor of Psychology, Dean, School of Behavioral and Social Sciences, Avila University*

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Seminar Information

- **Payment** must accompany registration. KCMBA accepts cash, check or American Express, MasterCard or Visa.
- **Cancellations/No Shows:** Those who cancel at least 24 hours prior to the seminar will receive a credit voucher to use toward any KCMBA program for one year.
- **Special Needs:** If you need special accommodations, please contact KCMBA prior to the program date at (816) 474-4322.
- **Parking:** Parking is available at Standard Parking Garages at 12th & McGee and 1120 Oak or at Wall Street Towers Garage at 1112 Grand Blvd.

4 Ways to Register

-  Mail registration form with check or credit card information to KCMBA, 1125 Grand Blvd., Ste. 400, Kansas City, MO 64106.
-  Phone registration with credit card to KCMBA at (816) 474-4322.
-  Fax registration with credit card to KCMBA at (816) 474-0103.
-  Visit the CLE Registration page at www.kcmba.org to register on-line.

FEIN 43-0860985

Breakfast at the Bar

Mar. 13, \$30 Apr. 10, \$30 May 15, \$30 All sessions, \$85

E# 234

Registration Form

Name _____

Name to appear on badge _____

Firm _____

Firm Address _____

City _____

State _____ ZIP _____

Office Phone _____ Office Fax _____

- KCMBA members and potential members are faxed CLE notices as a service. To discontinue this service please call (816) 474-4322 ext. 313 ●

If Paying by Credit Card: Please print clearly American Express MasterCard VISA

Card No. _____ Exp. Date _____

Cardholder's Signature _____