



North Texas

ACP

THE ASSOCIATION OF CONTINGENCY PLANNERS
MISSION
 To provide a powerful network for the advancement of the industry and the development of our business continuity professionals.



President's Comments

Wow, I cannot believe July is almost over and here we are marching

toward August. We have had quite a year of great programs thanks to our Director of Programs, Grace Wright and our Manager of Career Corner, Claudia Tatum. They have partnered together providing us the programs you deserve and are asking for. This month is no exception. Our Career Corner speaker will be Jeffrey Dreiwitz from the United States Citizenship and Immigration Services. We have our very own Luis Tapia, who is our Director of Public Relations, to give us insight into social media and Crisis Management. He will be covering some of the more known social media outlets and why you/your company need to be established BEFORE a crisis. As our Director of PR, Luis sends out information to our followers and receives information from different sources that would be priceless in a crisis. Bring your boss to this presentation! Plan to attend with questions and come away with suggestions and ideas!

This time of year also lends itself to planning of our fall activities. One is the annual Holiday luncheon. If you have a particular restaurant that would be a good place to hold our meeting, please let the Leadership team know. We want to have as many members as possible attend.

Our September meeting will be another field trip; this time to HP in Plano. Due to security concerns, it will require advanced signup for attending. Look for more information to come out in a *News Bite* on that field trip. Thank you Phil Vicknair, (one of our very own ACP members).

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The next couple of activities are for seminars. The first seminar we are partnering with is CPM West. This will be held at the Gaylord in Grapevine November 19-21. Go to: <http://contingencyplanning.com/events/cpm-west-2013/home.aspx> to register.

This conference will be FANTASTIC as this is for the experienced Business Continuity Professional, and we have a team of North Texas ACP leaders assisting with the planning. There is a discount for North Texas ACP members. I'll publish the code next month (once I have it).

We are not sponsoring but do have a discount to the Dallas version of Secure World. They are looking for assistance from our chapter. If you are interested in assisting or attending, let me know. Secure World will be October 23-24, in Plano.

I look forward to seeing you at our August meeting.

Susan

NORTH TEXAS ACP CHAPTER MEETINGS

Meetings are held the first Tuesday of every month from 12:00 noon to 2:30 pm. The location varies, so check the Chapter Newsletter or Web Site for location information.

Next Meeting

Date ----- Tuesday, August 6, 2013

Time ----- 12:00 Noon

Location ---- Boy Scouts of America
1325 W. Walnut Hill Lane
Irving, 75015

[Link to Map](#)

Food ----- Is available onsite for purchase

Meeting Agenda

<u>Topic</u>	<u>Speaker</u>
Welcome	Susan Guinn
Upcoming Events	Grace Wright
Career Corner: The Value of Military Service ...	Jeff Dreiwitz
Program: Social Media.....	Luis Tapia

Meeting Schedule and Locations for 2013

Schedule and location are subject to change!

August 6	Boy Scouts of America
September 10	Field Trip
October 1	H5 CoLo
November 5	Boy Scouts of America
December 3	Holiday Luncheon

"I am thankful for laughter, except when milk comes out of my nose."

Woody Allen

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Chapter Recognitions

Join us in offering a big Texas welcome to our new chapter members:

Walt Chambers

Dana Navarrette



Be sure to offer your congratulations to our chapter members who recently earned a certification:

Claudia Tatum is now Certified in Homeland Security 1 (CHS-1)



North Texas ACP Meeting Highlights

June 2013

Our **Career Corner** speaker, Richardson Police Chief Jimmy L. Spivey gave us pointers on keeping employees motivated in a negative environment.



Steven O'Neal hosted us on our **field trip** to Internap Network Services (a Rentsys Hotsite) where we toured the hotsite and mobile recovery units.



July 2013

Assistant Chief Operations and Fire Marshal for the Richardson Fire Department, Steve Dossett, was our **Career Corner** speaker. He spoke about the unique organization that is the Fire Service.



Our **Featured Program** speaker, Jim Kinsman from Raytheon, presented information about Program Management vs. Incident Management.



Thank you to all of our speakers. We sincerely appreciate you taking time to share information with our chapter.

Welcome To Career Corner

This column is devoted to our members from the perspective of the employee. We focus on:

- Your job classification:
 - Unemployed / in Pre-Employment
 - Under employed
 - Miserably employed
 - Gainfully and happily employed
- Jobs, which companies are hiring and how you can land the opportunity of a lifetime
- Career Development/ Empowerment
- Do's and Don'ts of Social Networking in a job search
- How broad you can go in your search to obtain an opportunity
- What internal HR is looking for
- How to effectively use head hunters
- How to assist the community and be recognized as a leader

Please send any ideas or suggestions for topics to be included in the Career Corner to Claudia Tatum.



Are You Miserably Employed? Knowing When to Leave Your Job

by
Claudia Tatum and Courtney Bousquet

Are you miserably employed? How do you know the right time and the right way to leave your job? The blog *On the Challenge of Knowing When to Leave* by Courtney Bousquet at onlinecareertips.com explains the right time, and also the proper way, to leave your job.

Some signs that may lead you to believe that you are unhappily or inadequately employed include:

- Maybe you despise
 - getting up in the morning
 - commuting to work
 - faking a smile (if you can still smile)
 - talking or listening to your peers
 - seeing your boss and co-workers.
- Possibly you dislike
 - your job
 - your boss
 - your co-workers
 - your office, and
 - everything that reminds you of work.

- Maybe your job gives you
 - nightmares
 - depression, or
 - the chills.
- Perhaps you fake sickness and you prefer being sick to going to work.
- You find yourself complaining more often or getting irritated more easily.

If any of these is true, you might be showing signs of being unfulfilled, bored, and unhappy. It might be time to start looking for a new career path. If you cannot leave your job right now, at least take the time to re-group and stop spreading your unhappiness.

Finding the most opportune time to leave an organization of which you have been part, where you have made friends, and from which you have learned, is a difficult decision, but sometimes it's in your best interest. Overstaying your position can hinder your professional development and wellbeing. Below are a few things to consider before making the hard decision of leaving.

Challenge: Boredom in jobs can lead to mistakes, decreased productivity, laziness and even the loss of your job. Be careful when you find that you are not being challenged. Make an effort to seek out additional responsibilities or start looking for a new position that can challenge you. If your current management team views you as bored or lazy, you may find yourself out of a job before you're able to make the transition to a new opportunity.

Suggestion: Identify how boredom is affecting your job performance, decision-making, personal life, and wellbeing. Once identified, you can begin to make changes. Ask others if they need help, serve on a committee, or see if your manager will give you a new project.

Life Changes: Life changes happen quickly; most of the time with little warning. If you foresee change that could impact your work performance or productivity, take time to inform your current employer of the situation. Not only will your employer be thankful for the honesty, but your employer may also be willing to work with you. For example, an elderly parent is moving in with you and you will need to adjust your work hours. An

employer who is aware of the situation in advance may be more willing to accommodate you than one who is provided little or no notice of the situation.

Suggestion: Consider the importance of the situation. If your employer is not willing to accommodate you, it may be time to move on to a more fitting job.

Strengths: When your job's major focus is on your weaknesses, you are not able to focus on your strengths. Try to rearrange your duties. Focus on the duties you don't enjoy first, then your strengths to motivate yourself. If your position is unable to shift duties, consider seeking out another department within the organization to put your strengths to work! If you feel useless, unproductive, or incompetent, you will not be happy or feel confident. Human beings seek a sense of contribution and accomplishment. If you are not adding value to an organization, maybe it is time to move on to a more appropriate career path.

Suggestion: Identify your strengths and underdeveloped skills. Work to enhance those underdeveloped skills. If there is still no increase in happiness and/or fulfillment, you might want to seek a new position or organization.

Development: If you feel that you have reached the peak of your position and learned all that you can, you may consider looking for a new way to learn and challenge yourself. For example, consider volunteering in committees or projects. If your organization is flat, with no room for improvement, self-development or growth, you might want to reevaluate your career goals. Developing career goals will help you stay focused, motivated, on track, and moving forward.

Suggestion: Re-evaluate your career goals. If you don't have any, set some. Career goals are like a road map. You do not begin a road trip without mapping your traveling route. If you do, you will find yourself driving with no direction, destination, or purpose. You might even find yourself lost, frustrated, and drained.

The tips above are telltale signs of an unhappy employee; therefore, don't wait until the point of misery to plan an exit strategy. If your spirit dies

every time you go to work, then it is time to move on.

If you decide to leave your job:

1. Make an appointment with your boss and discuss your decision.
2. Give at least 20-30 days' notice (follow company's policy)
3. Leave with your head-up, with pride, determination, and courage. You are not defeated; you are empowered.
4. Don't burn your bridges. You never know when you will need a reference or work with your coworkers again.
5. Don't discuss with your boss how miserable you are in your current position. It would not be a good reflection on you and may hinder future recommendations should you need them. Instead, focus on the positive aspects (e.g. knowledge, experience) the position gave you and thank the employer.

Changing careers is a potentially frightening and difficult decision to make. In fact, it might just be the hardest choice you will ever make. It could also be the most rewarding decision you will ever make; therefore, evaluate how your current job restrains you from the greatness you were meant to achieve. If you decide to leave your job, remember not to look back.

Resources:

Bousquet, C. (2013) On The Challenge of Knowing When to Leave Online Career Tips, <http://onlinecareertips.com/2013/02/on-the-challenge-of-knowing-when-to-leave-2/>
Courtney Bousquet-Senior Career Coach at American Public University System-Office of Career Services

"The darkest hour has only sixty minutes."

Morris Mandel

Did You Know?

You know there's an app for just about everything, but did you know there's an app – actually several – to help prepare for disasters?

Indeed, there are almost a dozen free apps available from the American Red Cross for your iPhone or Android smartphone. The apps provide you with everything you need to know to prepare, survive and recover from a tornado, wildfire, hurricane or earthquake. The apps let you receive alerts and notifications, and monitor conditions in your area and throughout the storm track. If disaster does strike, there are apps to help you find shelter or perform first aid. Check them out at your favorite app store.



Association of Contingency Planners
North Texas Chapter
<http://northtx.acp-international.com/>

Important Links

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