



The Balancing Act: Managing Work & Life **Teleseminar**

Does your work (and life) feel out of control? Do you feel burdened with too many responsibilities and not enough time for personal enjoyment? This insightful program will present practical tips on how to bring more balance into your life by determining your priorities and developing a personal action plan for success.

Learn how to:

- Evaluate the balance in your life, and determine areas that are out of balance
- Identify and focus on your most important priorities
- Set limits and say “no” to the unimportant
- Develop a personal action plan to improve the balance in your life

By applying these strategies, you'll enjoy **greater effectiveness, less stress, and more peace and enjoyment in life!**

Format: Live, interactive presentation via teleconference. Participants receive handouts via e-mail.

Kathleen Barton, MBA, is a professional speaker, workshop presenter, and coach who specializes in work-life issues, including life purpose, life balance, stress and time management. She has over 20 years experience in human resource management and development. Kathleen is the author of ***Connecting with Success, Finding Your Purpose and Passion in Life*** and ***The Balancing Act: Managing Work & Life*** audio/workbook. Kathleen successfully balances her various roles as a speaker, author, coach, wife, mother, volunteer and singer. Her dynamic and interactive program will inspire you to get your life in balance!

Date: Wednesday, August 25th

Time: 5:00 – 6:00 p.m. Pacific Time

Location: Your home or office (via bridge line)

Fee: Free of charge!

To Register: Send e-mail to Kathleen@YourLifeBalanceCoach.com and provide your name, organization, e-mail address, and phone number.

Deadline to Register: August 24th

Questions? Please call 916/223-6466 or send e-mail to Kathleen@YourLifeBalanceCoach.com