

MANAGE TIME, MINIMIZE STRESS

PRIME Time: The Power of Effective Planning



FREE Time Management Class

Tuesday, April 3rd

3:00pm-5:00pm CST

TOPICS INCLUDE:

- How to schedule your priorities instead of prioritizing your schedule
- Eliminating the stress of overscheduling
- Setting and achieving the RIGHT goals
- Identifying purpose and personal mission

ABOUT RIA:



Ria is a motivational leadership speaker, TEDx Speaker, and author of 10 books, including PRIME Time: The Power of Effective Planning. Ria's background includes more than 10 years in administrative healthcare with several years in management including Director of Compliance and Regulatory Affairs for a large healthcare organization. Ria is a certified leadership speaker and trainer. **Learn more at:** <http://RiaStory.com>

WHO SHOULD ATTEND:

- Professionals who would like to increase capacity and effectiveness at work and home
- Leaders, managers, team members and associates seeking to reduce the stress of their schedule
- Members of community who would like to maximize their time, energy and potential

TO REGISTER:

<https://goodwillsropelika.eventbrite.com>

**Register
today!**

Space is limited so
register by March 27th
to secure
your seat!

Location:
Goodwill Career Center
3740 Pepperell Pkwy
Opelika, AL