

carolina

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Leaders light the way

By Suzanna Laurent, Director-Sponsor, Region 5

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As a new Director-Sponsor, I want to thank those of you who have already accepted positions of leadership in your chapter for next year. In STC, we know that leaders are a lot like eagles: they don't flock, and you usually find them one at a time. By accepting a position of responsibility in your chapter, you have already made an important step toward learning to soar like an eagle!

STC offers members many opportunities to practice and improve leadership skills. Whether you are guiding the chapter as an officer, serving as a committee manager, or participating in another way, you can make a difference this year! I encourage you to use this opportunity to sharpen your leadership, time management, and organizational skills. You will find it rewarding—both personally and professionally—and the experience will shine through on the job and on your resume.

A successful chapter year is the result of setting goals and developing plans for achieving them. By now, I hope your chapter goals and programs are clearly defined for the coming year—if not, you need to start planning right away. Your chapter's strategic plan may dictate many of your activities, and that is as it should be. Even if you have a strategic plan, it is always helpful to analyze how well the chapter is meeting the members' needs and interests and gather ideas for improving chapter management, programs, and activities. As you plan, remember that good leaders are not restricted by the way things "have always been done." Their leadership is a continuing search for the best way to do things, not necessarily the most familiar way.

Here are some steps for developing chapter goals and planning activities to achieve them. Regardless of the circumstances, following these steps during the planning stage can help everyone achieve more.

- **Goals**—Decide what you want to accomplish this year. Ideas gathered from a member survey can help you plan activities to strengthen the whole chapter or specific areas.
- **Functions**—Decide who is responsible for achieving each goal. Is there a specific committee or member who will handle this responsibility? Discuss the goals and their achievement with those responsible for them.
- **Activities**—Discuss activities that will help you reach the goals. What has been done in the past that should continue? What can be done that is new? Then, develop a list of activities to help achieve the goal. You may be able to choose these activities from the Chapter Achievement Award.
- **Guidelines**—They are designed to help strengthen your chapter. If necessary, submit your list to the chapter or Administrative Council for approval.
- **Action plan**—When will you do it? Once the activities are finalized, put them on your chapter calendar and set a specific date for their completion.
- **Celebrate**—Don't forget to celebrate your victories and give plenty of recognition along the way!

The most successful leaders are the ones who recognize the creative potential of the people on their teams and use that potential wisely. Thanks for giving me this opportunity to serve on your national board. I am looking forward to an exciting leadership experience, visiting your chapters, and getting to know everyone better.

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Carolina Chapter Leaders

President

Michelle Corbin
(254.1960)

Vice President

Amelia DeLoach
(485.8030 ext. 376)

Treasurer

Michael Harvey
(248.6059)

Secretary

Cindy Richardson Decker
(483.1527)

Membership Manager

Emily Toone
(460.9644)

Programs Manager

Amanda Worthington
(392.3366)

Immediate Past President

Christopher Benz
(485.8030 ext. 353)

Communications Committee Manager

Barbara Retzlaf
(392.2949)

Nominations Committee Manager

Liz Wing
(991.2084)

Employment Committee Manager

Chuck Allen
(854.9222 ext. 16)

Training Committee Manager

Suzanne Norris-Thomas
(942.2322 ext. 16)

Competitions Manager

Jodi Pollock
(469.0997 ext. 314)

Managers of additional committees and how to contact them are on the Carolina Chapter's web site at:

www.stc.org/region2/ncc/www/leadership.html

Meet Your Torchbearer

Ann-Marie Grissino

Ever since she moved to the area, Ann-Marie Grissino has made a point of being involved in the Carolina Chapter. She immediately got involved in the Online Communications Competition, and now is one of the co-managers each year. She also helped start one of our chapter's most successful SIGs, the Online Communication SIG. She tirelessly tries to bring quality information about the online medium to our chapter members. She is an expert in the field and she shares that expertise freely. The Carolina Chapter is so lucky to have her!

Events by Other STC Chapters

Call for Judges: Publications Competition

Planning for Metrolina STC's 1999-2000 Publications Competition is under way. This is your opportunity to share your expertise, review some of the best examples of our craft, make new contacts, and contribute to the evolving definition of quality in technical communication.

We need volunteers to serve as judges. Experienced professionals as well as students are welcome to serve. For more information, visit:

www.stc.org/region2/mnc/calljudge.html

Training Committee

Coming workshops

The training committee has arranged several workshops in the coming months. Please note that those with the designated STC logo are official Training Committee Workshops open only to STC members at a specially arranged discount.

 RoboHELP Workshop - August 14, 21 & 28

FrameMaker+SGML - Aug. 23-24

Accelerated FrameMaker - September 13 & 14

WebWorks Publisher 2000 - September 15-17

Introduction to XML - Sep. 22-23

 MS Office Suite - October 2 & 9

 FrameMaker Basics - Oct. 16, 23, 30

 Advanced FrameMaker - November 4 & 5

Photoshop 5 - Nov. 8-12



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Matchmaker, Matchmaker...

by Judy Skinner, Special Needs Committee Manager

A group of your Society colleagues and I have recently formed the Special Needs Committee. Our charter is to help members with special needs achieve their potential by making available to them information about products and services that can assist them in career activities.

Wheelchair access and voice-recognition software are examples of products and services that meet special needs. There are many more, such as special telephone numbers for people with hearing impairments, software that reads screen text aloud, and Braille elevator buttons.

We ask your help in identifying communicators who have special needs, what the needs are, the communicators' managers and instructors. We also ask your help in identifying products and services that meet their needs.

This is just a suggestion, but this might be a project for your Community Service Committee. Another suggestion is to use your chapter survey, if you have a way to get responders' names.

We intend to establish a clearinghouse that would match people with solutions. It's a huge task, made manageable by starting at the Chapter level.

Please share with one of us your findings and creative methodologies. Our names, addresses, telephone numbers, and areas of interest are as follows:

Judy Skinner - judy.skinner@juno.com - 940.464.3300 - mobility

Linda Bell - Editricks@aol.com - 425.303.8279

Andrew Malcolm - a0mnce@rit.edu - 716.475.6332 - hearing

Jodie Gilmore - jgilmor@pacifier.com -360.835.0522 - vision

Cynthia Lockley - lockley@lockley.net - mobility

Suzanne Lowing - suzanne.lowing@ey.com - mobility

Daniel Voss - daniel.w.voss@lmco.com - ethics

Fabien Vais - phantoms@total.net - 514.685.4752 - mobility

Anke Harris - ankeharris@compuserve.com - STC-UK - 44.1202.296555

Carolyn Watt - cwatt@carolynwatt.com - hearing

Lynn Mcmanus - lmcmamus@ricochet.net

Mark Hanigan - onwritetrk@aol.com

Speaking personally as a communicator with mobility limitations, I know that the right tools make a world of difference. Voice-recognition software is helping me write again and I have seen it used as a therapy tool for a friend with post-stroke speech impairment.

Thank you for your consideration in this endeavor.

Address Changes

Are you up to date?

Members: If you need to change your mailing address, contact the Virginia STC Office via e-mail or phone:

E-mail: membership@stc-va.org

Phone: 703.522.4114 (ask for Christopher Ruck)

The change may take a few weeks, so notify them as soon as possible of any change. If notifying via e-mail, copy the local newsletter editor (kethier@travelthepath.com) to ensure your newsletters are rerouted in the meantime.

Carolina Resources

STC Carolina web site:

[www.stc.org/
region2/ncc](http://www.stc.org/region2/ncc)

Meeting Telephone

Message:

919.406.6600

Online Newsletter:

[www.stc.org/
region2/ncc/pubs/
communique/index.html](http://www.stc.org/region2/ncc/pubs/communique/index.html)

STC Metrolina (Charlotte)

web site:

[www.stc.org/
region2/mnc/](http://www.stc.org/region2/mnc/)

STC Piedmont

(Greensboro) web site:

[www.stc.org/
region2/pd/](http://www.stc.org/region2/pd/)



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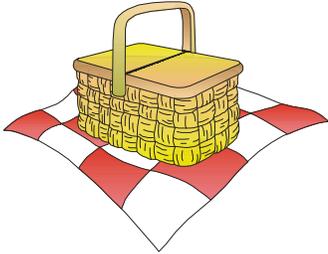
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Please submit your resume to: Recruiting Dept.
email: suzannet@advacon.com or fax: (919) 942-7337

Monthly Meeting Announcements

Get ready for the STC Carolina Chapter's annual picnic!

September 9, 1999



When: 6:00 p.m.
Where: Lake Crabtree County Park
White Oak Shelter
1400 Aviation Parkway, Morrisville, NC
Phone: Park info - 919.460.3390
Chapter meeting message - 919.406.6600

Join us for an evening of good food and good times! Get to know your fellow STC members, and bring a fellow Technical Communicator as a guest so they can get to know us, too! For meeting information and directions, call the chapter's phone line or visit our web site at:

www.stc.org/ncc/region2/ncc/www/events.html

October 14, 1999

What: Job Sharing
Details in next newsletter.

Other upcoming Chapter events

September 2, 1999

What: STC Management SIG meeting

September 7, 1999

What: STC Leadership meeting, RTP

September 14, 1999

What: STC Training Committee meeting, RTP

A list of coming events is located at:

www.stc.org/ncc/region2/ncc/www/septevent.html

STC society for technical communication

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