

American Council of Engineering
Companies/Maryland
presents its

ACEC
MARYLAND

2019 Leadership Program

Critical Management Skills for Today's Consultant Professional

ACEC/MD is pleased to offer another program targeted for the "rising stars" in your firm. Through a dynamic, interactive program, ACEC/MD will deliver the training your firm's up and coming leaders need for both a reasonable investment and at convenient locations.

Our program's experienced facilitator, Jim Marcotte, will ensure interactive discussion between presenters and participants. To maximize the learning experience, class size will be limited to 30 students with approximately ten years of experience in the consulting engineering industry. As in the past, cover letters and resumes will be used to screen applicants. The deadline to submit applications is **November 19, 2018**.

Once again, patterned after ACEC's highly acclaimed Senior Executive Institute (SEI) program and "The Business of Consulting Engineering" Program, your firm can avail itself of training that is:

- ◇ Tailored to Maryland firms with presentations by local instructors.
- ◇ Scheduled to minimize work responsibility conflicts with late afternoon sessions and wrap-up at the ACEC/MD conference at the Nemacolin Woodlands Resort at Farmington, PA.
- ◇ Reasonably priced to allow your firm to send "up and coming" future leaders without breaking the training budget.
- ◇ Thorough, in providing a curriculum that addresses the myriad of firm management issues that senior principals address on a daily basis.

Recognizing the importance of political activism at the state level, this year's program will once again feature a Grass Roots Lobbying Session, presented by ACEC/MD's Political Consultant Chris Costello of the Public Sector Consulting Group, and participation at ACEC/MD's Legislative Action Day in Annapolis.

Session Schedule:

- I. Grass Roots Lobbying Session*** Thursday, December 20, 2018
- II. Characteristics of Leaders*** Thursday, January 10, 2019
- III. Legislative Action Day*** Tuesday, January 22, 2019
- IV. The Future of Engineering, and Organizing & Structuring A Successful Firm*** Thursday, February 21, 2019
- V. Setting the Right Course and the Importance of Political Activism*** Thursday, March 28, 2019
- VI. Risk Management Liability & Insurance*** Thursday, April 18, 2019
- VII. Finance & Profitability*** Thursday, May 30, 2019
- VIII. Lessons in Leadership & ACEC/MD Conference*** Friday, June 28, 2019

Sessions I, II, and IV through VII will be held at The Engineers Club, 11 West Mount Vernon Place, Baltimore.

Session III will be held in Annapolis.

Session VIII will be held during ACEC/MD's 31st Annual Conference at the Nemacolin Woodlands Resort at Farmington, PA.

American Council of Engineering Companies/Maryland
312 North Charles Street, Suite 200, Baltimore, MD 21201;
410-539-1592; fax 410-685-5470; acecmd@aol.com



ACEC/MD 2019 Leadership Program

Develop your future leaders by exposing them to:

I. Grass Roots Lobbying Session

Learn how you can be successful in delivering a tailored message to your elected officials about issues of importance to your firm. ACEC/MD's political consultant Chris Costello of the Public Sector Consulting Group will untangle the complicated inner workings of the Maryland General Assembly.

Thursday, December 20, 2018
2:00 - 3:30 PM
The Engineers Club

II. "Characteristics of Leaders"

Jim Marcotte

The opening session will identify the characteristics of leadership that will be discussed throughout the program. This session will also provide participants with an introspective review of the current status of their leadership skills, and an opportunity to identify areas for continued development as they embark on a journey to the pinnacle of their careers.

Thursday, January 10, 2019
3:00 - 7:00 PM
The Engineers Club

III. Legislative Action Day

Class participants will join other ACEC/MD representatives as we descend on Annapolis to explain and lobby for issues of importance to the industry and your firm. Following the visitations, you will join your elected officials and colleagues for lunch and a debriefing on the day's discussions with legislators.

Tuesday, January 22, 2019
8:00 AM - 3:30 PM
Annapolis

IV. "The Future of Engineering, and Organizing & Structuring A Successful Firm"

Legal Aspects—Terry McShane (McShane, PC)

The Future of Engineering/Organizational Structure—Terry Neimeyer, P.E. (KCI Technologies)

Types of Business Structures
Benefits & Disadvantages of various business structures
Ownership Transition
Legal Issues

Mergers & Acquisitions
Project Organization
Change Management
Safety in the Workplace/Workzone

Thursday, February 21, 2019
1:00—9:00 PM
The Engineers Club

Please note - In addition to the classroom proceedings, to provide greater exposure to the inner workings of ACEC/MD, class participants are expected to attend both the Executive Committee Meeting and Awards Banquet being held immediately after the formal session.

V. "Setting the Right Course, and the Importance of Political Activism"

Ethics-The Heart of the Engineering Profession—James T. Johnson, Jr., P.E. (Wallace Montgomery)

While technology has changed dramatically over the past 40 years, people have not. We continue to face the same ethical dilemmas. This presentation will discuss why ethics is a core principle of our industry, and outline some of the real life ethical issues that engineers encounter over their careers.

Thursday, March 28, 2019
3:00—6:00 PM
The Engineers Club

Goal Setting for Success—Joel Oppenheimer, P.E. (STV Incorporated)

While goal setting is the master skill of success, less than 3% of people take the time to write out their life-time goals. Our presenter will discuss the importance of goal setting, and describe how to develop major goals, a "major definite purpose" and corresponding detailed plans of action.

Importance of Political Activism—Steve Hall, Vice President, Dir. of Government Affairs (ACEC)

The final part of the day will feature ACEC's Steve Hall, who will explain the issues and challenges that lie ahead in the federal political arena, and how to push the "right buttons" to get your message delivered.



VI. "Risk Management Liability & Insurance"

Art Ebersberger (CBIZ Business Insurance)
Kent Hoffman, P.E. (Century Engineering)

- When Does Risk Management Start?
- Construction Review & Administration
- Office Management
- Project Design & Administration
- Risk Drivers
- The Importance of Risk Management Services (from a principal's perspective)

- CADD
- Contracts
- Coordination Problems
- What Position Does Insurance Play?

Thursday, April 18, 2019
3:00–6:00 PM
The Engineers Club

VII. "Finance & Profitability"

Mark Dumler, CPA (RK&K)
Frank Waesche, P.E. (Wallace Montgomery)
Ron Grodzinsky, CPA (Rowles & Company, LLP)

- Financial Management
- Financial Planning
- Financial Statements
- Overhead & Burden

- Project Control
- Invoicing/Accounts Receivable
- Purchase versus Leasing
- Capital Budgeting

Thursday, May 30, 2019
3:00–6:00 PM
The Engineers Club

VIII. "Lessons in Leadership"

The industry's most successful leaders will provide their unique perspective on building and sustaining a successful firm. Through ever changing markets, clients, economic conditions, staffing issues and political landscapes, the following leaders have guided their firms:

- Cathy Ritter, P.E. (Constellation Design Grp.)
- Joe Makar, P.E. (WRA)
- Doug Suess, P.E. (WBCM)
- Harvey Floyd, P.E. (KCI Technologies)
- Jerry Jannetti (WSP)
- Stu Taub, P.E. (Wallace Montgomery)

Friday, June 28, 2019
2:00-5:00 PM
Nemacolin Woodlands Resort,
Farmington, MD

Class participants will hear lessons learned from a diverse cross-section of some of the most successful professionals in the industry. Through both interactive discussion and during formal presentations, class participants will be exposed to what it takes to be both a leader in their community and their firms.

About the Facilitator

James F. Marcotte, SHRM-SCP, SPHR

For almost 25 years, Jim Marcotte has held multiple roles within the for profit and non-profit sectors, including 18 years in the A/E industry. Jim holds a Bachelor's degree from The University of Maryland, College Park in Business Administration with a concentration in Human Resources, a graduate certificate in Foundations of Human Resources Management from University of Maryland University College, and a Master's Management from the University of Maryland University College. Jim is a Senior Certified Professional by the Society of Human Resources Management (SHRM) and is also certified as Senior Professional Human Resources (SPHR) by the Human Resources Certification Institute (HRCI), and is certified to administer and interpret the Workplace Big Five personality assessment by the Center for Applied Cognitive Studies (CentACS). Jim has extensive facilitation experience and has lead business planning meetings and panel discussions on a wide variety of Human Resources issues for college, universities, and A/E industry forums. Jim is also a past Chairperson for the American Council of Engineering Companies/Maryland Human Resources Committee.

Registration

This program is tailored for individuals with approximately ten years of experience in the consulting engineering profession. In order to enrich the learning experience for the program participants, class size will be limited to 30 participants. To be considered for the program, applicants should submit a resume with a one-page cover letter that addresses:

- ◆ Motivation for applying to the program.
- ◆ Expectations from the program.
- ◆ Long-term benefits envisioned due to participation in the program.

To ensure the proper learning environment, the program's steering committee will select suitable candidates from individuals nominated by their firm. Member firms may nominate as many individuals as they wish. However, the member firm will be obligated only for candidates selected. Successful applicants will be notified by December 5, 2018, and will be billed for the cost of the program. The investment for this significant and extensive training is \$1,695.00 per person, which includes: Registration and resource materials for all sessions, afternoon refreshments, December Grass Roots program, January Legislative Action Day, February registration for meetings and banquet, ACEC/MD conference registration for Friday's AM sessions, lunch, breaks, Leadership session, reception, and banquet, and Friday night's hotel room reservation. All class participants completing the course will be presented with a certificate, that includes PDHs, at the ACEC/MD banquet Friday evening during the annual conference at the Nema-colin Woodlands Resort in Farmington, PA.

Send completed registration form below, with cover letter and resume, to the ACEC/MD office, no later than November 19, 2018. ACEC/MD will bill the firm only if the applicant is accepted.

American Council of Engineers Companies/Maryland

2019 Leadership Program Nomination Form

Please print or type.

Deadline for nominations - November 19, 2018.

For multiple nominees, please use separate forms. Photocopying permitted.

Name of Nominee: _____
Firm: _____
Address: _____
Telephone: _____ Fax: _____
Email: _____

Applicant's Commitment:

I understand the purposes of the ACEC/MD Leadership Program, and if I am selected will devote the time and resources necessary to complete the program. By signing the application, I agree to be bound by this commitment.

Signature _____ Date _____

Nominating Principal:

This application has the approval of this firm and the applicant has our full support, which includes the time required to participate in the program.

Name (print): _____

Signature _____ Date _____

Return completed nomination form, letter, and resume to the ACEC/MD Office,
312 North Charles Street, Suite 200, Baltimore, MD 21201; Phone 410-539-1592.
ACEC/MD will bill firm if applicant is accepted.