

Continuing Education Info Session

Topic: Back to Basics - Managing Your Employee Relations

Speaker: Dawn Ulrich, Human Resources Manager - WDDC

Outline: A brief overview of Employment Standards and various tools (e.g. employee handbook, job descriptions, policies and procedures) to help you excel at managing the employment relationship.

7:30am Registration, continental breakfast available
8:00am Session Starts
9:30am Break (15 min)
11:45am Lunch (45 min)
2:30pm Session Ends

Open To: Veterinarians and Office Managers (WDDC Members Only)

Date: Friday September 15, 2017

Location: WDDC Facility

Address: 17611-109A Avenue, Edmonton

Please Register by September 8, 2017

Fax this form to (780) 702-5345 / (780) 413-2530 or toll free 1-800-329-9332

Clinic Name	WDDC Member #	Phone Number
Name of Attendees (Maximum 3 people per clinic)		Title (i.e. DVM, AHT, Office Mgr)
_____	_____	_____
_____	_____	_____
_____	_____	_____

For more information please contact Dawn Ulrich at (780) 702-5312 or toll free at 1-877-329-9332 ext. 1106