



## Stress and Time Management

# Stressed?



**For Educational Support Professionals (ESP), but not limited to ESP.  
Come celebrate National Educational Support Professionals Day with us! Gifts for all ESP Members!**

This workshop explores a variety of time management principles and strategies that may be used to improve the quality of your personal and professional lives. We will explore the principles of stress management, including strategies to improve resiliency, renew energy and create a stress-free work environment. The session will provide opportunities for sharing stress management techniques and creation of a personal stress management toolkit.

**Wednesday  
November 14th**

**MCEA OFFICE  
3131 Princeton Pike Office Park, Bldg. 4A, Suite 201  
Lawrenceville, New Jersey 08648**

- 4:00 - 5:00 PM Dinner and Registration
- 5:00 - 7:00 PM Workshop

**Cost per member is \$15.00** Your payment will be refunded upon completion of your Workshop. Payment guarantees dinner.

**Registration and cost due by November 7th to the MCEA office** (may fill sooner, so be quick)

Dear MCEA Member,

Please DO NOT send anyone in your place - if you know of someone who wants to attend, they MUST CALL THE MCEA office to see if we have room to accommodate them. **Maximum number of attendees is 50.** Thanks!!

**Antionette Hopkins, MCEA ESP Committee Chair**

Please send your cash/check/money order (No Purchase Orders), payable to MCEA or use <https://goo.gl/forms/6G3AilUa7mdi1Vm22>

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Please PRINT. Fill in all fields of information.

Member Name: \_\_\_\_\_

Local Association: \_\_\_\_\_

Preferred Email Address: \_\_\_\_\_

Preferred Phone number: (     ) \_\_\_\_\_

( No refunds will be issued after 11/7/18 )

Certificates of Attendance will be issued.  
All confirmations for attendance will be sent via E-mail. Questions: Call MCEA office 609 882-9228