



## Human Resources Leadership Academy

### 2019 REGISTRATION FORM

Name

Name as you want it on badge (optional)

Position

District/College

Department/Division

Address

City/State/Zip

Work Phone

Fax

E-mail

**Breakfast provided:** Wednesday – Friday / **Lunch provided:** Thursday – Friday

**I Have Special Dietary Requirements:**  Vegetarian  Other \_\_\_\_\_

#### REGISTRATION INFORMATION

Email registration form & letter of interest to Ruth Cortez at [klavier88@verizon.net](mailto:klavier88@verizon.net)

No later than **Friday, March 8, 2019**, to secure your enrollment

Payment is expected no later than **Friday, March 29, 2019**

**ABSOLUTELY no refunds**

**Registration Fee Per Applicant: \$1,700.00**

**\*Payment Method:**  Check# \_\_\_\_\_  Purchase Order# \_\_\_\_\_

**\*Total Enclosed: \$** \_\_\_\_\_ (Please include copy of registration form with payment.)

**Make CHECK or PURCHASE ORDER payable to ACHRO/EEO**

**Mail payment to:** Ruth Cortez, ACHRO Assistant  
10627 Avonbury Avenue  
Whittier, CA 90603

**In addition to completing this registration form, please attach a letter of interest describing your role in Human Resources and/or negotiations for your District. Also, explain how participation in the ACHRO Human Resources Leadership Academy will benefit you.**

\*Complete upon sending payment. This information is not needed when sending email to secure enrollment.

# HUMAN RESOURCES ACADEMY

## -- INFORMATION --

### Session 1 –Embassy Suites Sacramento Riverfront Promenade, Sacramento, CA 95814

- DAY 1: Wednesday, April 3, 2019, 9:30 a.m. Start Time  
Leadership in Diversity in Employment / Classification and Compensation
- DAY 2: Thursday, April 4, 2019, 8:30a.m. – 5:00 p.m.  
Leadership / Investigations
- DAY 3: Friday, April 5, 2019, 8:30a.m. – 5:00 p.m.  
Discipline/Evaluation

All accommodations and room reservation for Session 1 is covered under the Academy Fee.

### Session 2 –AALRR Corporate Offices, 12800 Center Court Drive, Suite 300, Cerritos, CA 90703

- DAY 1: Wednesday, July 17, 2019, 9:30 a.m. Start Time  
Practical Law for CHROs
- DAY 2: Thursday, July 18, 2019, 8:30a.m. – 5:00 p.m.  
Collective Bargaining
- DAY 3: Friday, July 19, 2019, 8:30a.m. – 5:00 p.m.  
Collective Bargaining

Overnight hotel stay is **not required and is not included in Academy fees.** We recommend the following hotel accommodations for academy attendees who require lodging:

- Sheraton Cerritos Hotel, 12725 Center Ct Dr. N, Cerritos, CA 90703

### Session 3 –Hyatt Regency Orange County, 11999 Harbor Blvd, Garden Grove, CA 92840

- DAY 1: Monday, October 21, 2019, 9:30 a.m. Start Time  
Health Benefits and Retirement / Job Coaching / CHRO Panel Discussion
- DAYS 2-5: Tuesday-Friday, October 22-25, 2019  
**ACHRO/EEO FALL INSTITUTE**

Academy fee includes registration to the **ACHRO/EEO 2019 Conference!** Presentation and Activity information will be provided prior to the Fall Conference.

**PROGRAM TOPICS WILL BE EMAILED and**  
**POSTED on <http://achroeeo.com> ONCE FINALIZED**

For more information on ACHRO/EEO, visit our website at <http://achroeeo.com>

**Questions/Inquiries:** Ruth Cortez, ACHRO Assistant  
10627 Avonbury Avenue  
Whittier, CA 90603  
(562) 943-0070  
[klavier@verizon.net](mailto:klavier@verizon.net)