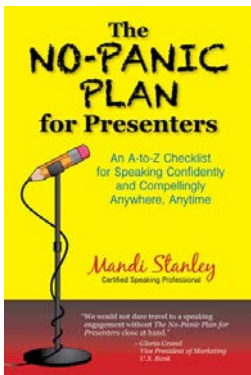




# LEADERSHIP USA® FEATURED FACULTY

## MONTHLY MEMBERSHIP SEMINAR

### Write It So They Read It: Leadership-Level Business Writing in Just One Day



You're drafting proposals and sending emails—and no one's reading them. You're emailing important updates and attaching notes from prospect meetings, but when everyone shows up, it's quickly evident no one has read the email or opened the attachment. They received it, but they didn't read it. That's a problem—and a huge time waster. Any emailed correspondence bearing your organization's name must be absolutely error free. Even a careless typo can damage your reputation and make an entire work group look bad. Solutions lie in this fast-moving interactive course designed to eliminate wasted words, highlight credibility-robbing habits with email, and equip you to produce error-free correspondence without spending tedious hours on your written messages at work.

#### Mandi Stanley, CSP

Mandi Stanley works primarily with business and governmental leaders who want to boost their professional image by becoming better speakers and writers. A summa cum laude graduate with concentrations in English and communication, she parlayed her early experience as a newspaper editor to serve as a five-year faculty member of the AMA, where she wrote and designed two professional writing seminars. She travels throughout North America working with executives to get their messages across with the results they want. In 2003, Mandi was designated a Certified Speaking Professional, becoming the first Mississippian to receive this honor. Audiences appreciate her platform enthusiasm, interactive style, and content-rich messages.



**Wednesday, March 11, 2020**

**Registration: 8:30 AM | Session: 9:00 AM - 2:30 PM**

**The Curtis Ballroom at the Landmark**

**5345 Landmark Place, Greenwood Village, CO 80111**

#### **Competencies:**

Executive presence, Influence/  
Persuasion, Interpersonal  
Communication

**Most Appropriate:** Level 3

**Next Appropriate:** Level 2