

Business Solutions

Avoiding Common Leadership Mistakes

(NAPSA)-Congratulations! You've just been promoted to manager. Now what?

Professional and personal growth are often profoundly influenced by past bosses and mentors. They provide the encouragement and trust to keep team members motivated and performing at a high level. However, managers can struggle as they move from being individual contributors to having responsibility for others' careers.

"Typical career progression involves increasing industry knowledge and experience, and gaining greater responsibility, but people management requires other skill sets that individuals may not get exposure to as they move up the ladder," said Ruth Veloria, executive dean for University of Phoenix School of Business. "Managers must understand the different roles of those on their team, and can often benefit from training to develop the capabilities of all team members to achieve organizational goals and directives."



If you want others to commit to your vision, you have to begin with the end in mind and don't forget to make your team part of the process.

How Success Differs When Individual Contributors Become Managers

In management roles, success is no longer defined by high-performing individuals but by the commitment and accomplishments of the team. "Sheltered employees are less likely to be motivated by their work and may feel constricted when attempting to contribute in the future," said Veloria. "By communicating the vision, making team members part of the planning process and encouraging employee growth, managers can create a team culture that promotes high employee engagement and retention."

How Strong Managers Can Delegate and Promote Both Autonomy and Teamwork

Managers leaving meetings with more to-do than the team often suggests it's time for an alternative approach, says Veloria. She adds that over time, you may begin to realize your team members are taking less initiative or doing less thoughtful work. This might be a sign they have gotten used to you doing or finalizing the work for them. When managers don't focus on the bigger picture and take more of a "command and control" approach, it can create a blurred vision that limits team members' ability to see the future and ultimately can demotivate them.

Giving Feedback, Growing Relationships and Spurring Camaraderie

Veloria says effective managers develop relationships with their team members and have a way of helping them realize their potential. Getting to know team members as people and being present in the moment is a key factor in creating a culture of trust and encouragement. This can be as simple as avoiding technology or other distractions during a face-to-face meeting.

What to Consider

Veloria offers a few hints to help you make a more effective transition from team member to team leader:

- Reflect on the diverse needs and skill sets of each employee.
- Take an inclusive approach to decision making and goal setting.
- Delegate tasks and projects to team members.
- Share how team and vision fit into a bigger picture.

Bridging Leadership Gaps

To help meet the needs of managers, University of Phoenix has introduced more bite-size professional development and corporate training courses that focus on people and project management skills. The University says some of the more popular courses include Project Management, Data Analytics and Managing Conflict.

University of Phoenix has also revamped its Master of Management program to address the new leadership demands. The new MM helps students develop an investment-ready business plan, understand how data analytics are driving decision making, and gain the soft skills that are critical for team and project management success. A capstone project applies all the learning into practice for a new business, product line or project.

Learn More

For more information about this program, including on-time completion rates, the median debt incurred by students who completed the program and other important information, please visit www.phoenix.edu/programs/degree-programs/business-and-management/masters/mm.html.

999 ♦ PUBLIC NOTICES

PUBLIC NOTICE

On Friday, December 16, 2016, an auction is scheduled for 12 pm at Florence Mini Storage, 4099 Hwy. 101 N., Florence, OR 97439. The contents of the following storage units will be sold at public auction:

S. Keen, Unit #B-16 (10x10); A. Reynen, Unit #C-80 (10x10u) & M. Wilson, Unit #C-100 (10x10u).

Publication Dates: November 30, & December 14, 2016.

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NOTICE OF POTENTIAL ORDINANCE PASSAGE

On December 5, 2016, the City of Florence City Council will review and consider one ordinance concerning the following...

Ordinance No. 17, Series 2016 - An Ordinance updating procedures for collecting the voter approved retail tax on marijuana items and amending Title 3, Chapter 11 of the Florence City Code.

This notice serves as official publication of the availability of the ordinances. The full text of these Ordinances will be available on or before November 28th on the City of Florence website at www.ci.florence.or.us, or may be inspected at Florence City Hall, 250 Hwy 101, Florence, Oregon during regular business hours. For more information about this notice, or any Florence City Council proceedings, please contact City Recorder Kelli Weese at 541-997-3437, or via email at kelli.weese@ci.florence.or.us.

Publication Dates: November 26, & 30, 2016

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ADVERTISEMENT FOR BID

Central Lincoln People's Utility District - Northern Operations Center

BP #3 - Doors, Frames and Hardware Supply / Doors, Frames and Hardware Install / Painting / GWB, Framing and Insulation / Finish Carpentry and Casework / Flooring / Polished Concrete / Equipment / Miscellaneous Accessories / Landscaping / Signage / Tile / Appliances / Window Coverings
CENTRAL LINCOLN PUD
Newport, Oregon

Advertisement for: CLPUD Northern Operations Center - Bid Package #3

Lease Crutcher Lewis, LLC, serving as the Construction Manager/General Contractor (CM/GC) for Central Lincoln People's Utility District is soliciting bids for the construction of the Northern Operations Center in Newport, Oregon. Terms and conditions of the bid are outlined in Lease Crutcher Lewis, LLC (CM/GC) "Invitation to Bid," dated November 28, 2016, attached to and made a part of the Contract Documents.

Bids will be received at the offices of Lease Crutcher Lewis, LLC, (CM/GC), 550 SW 12th Avenue, Portland, Oregon 97205, until 1:30 p.m. PDT, December 15, 2016 at which time the bids will be publicly opened and read aloud. Proposals shall be clearly marked "CLPUD Northern Operations Center: Bid Package #3"

The total building construction cost is projected to be approximately \$19 million.

The scope of work for Bid Package #3 includes Doors, Frames and Hardware Supply / Doors, Frames and Hardware Install / Painting / GWB, Framing and Insulation / Finish Carpentry and Casework / Flooring / Polished Concrete / Equipment / Miscellaneous Accessories / Landscaping / Signage / Tile / Appliances / Window Coverings. It is the Intention of Lease Crutcher Lewis, LLC to submit bid(s) for portions of this work.

Contract Documents and the Invitation to Bid may be reviewed at the following locations beginning November 28th: Lease Crutcher Lewis, LLC (CM/GC)/Portland, OR; Central Lincoln People's Utility District/Newport, OR; Daily Journal Plan Center/Portland, OR; Eugene Builders Exchange/Eugene, OR; Oregon Contractors Plan Center/Clackamas, OR; Oregon Assoc. of Minority Enterprises/Portland, OR; McGraw-Hill Construction Dodge/Portland, OR; Central Coast Plan Exchange/Florence, OR.

Contract Documents may be purchased (non-refundable) in its entirety or in part from Precision Images, (503) 274-2030.

Drawings and bidding documents are available online through the following Lewis FTP site: <https://lewisbuilds.ex-avault.com/share/view/aj2v-aq5418lv>

All proposers must comply with the following requirements: Prevailing Wage Law, ORS 279C.800-279C.870, Licensed with Construction Contractors Board ORS 671.530. Bidder shall indicate Resident Status per ORS 279A.120. If Required, Bidders must obtain business licenses to perform work in the City of Newport prior to mobilizing on jobsite.

Bids will not be considered unless RECEIVED by 1:30 p.m. PDT on December 15, 2016, and fully completed in the manner provided by the "Instructions to Bidders"

"NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY (Executive order 11246)"

Lease Crutcher Lewis, LLC (CM/GC) is committed to taking affirmative action to encourage and facilitate the participation of minority, women-owned, and emerging small business enterprises (M/W/ESBE) in State projects and encourage Subcontractors to provide similar opportunities for their subcontractors / vendors.

LEASE CRUTCHER LEWIS, LLC, (CM/GC)

Tanner Perrine

Publication Date: November 30, & December 7, 2016

Vehicle & Boat Promotional advertising section 850 will continue to run your ad until sold providing you call the Siuslaw News 541-997-3441 Before the end of the Month. (No Commercial Vehicles)

Graphic Search



Wednesday's Graphic

Computer Security Day Nov. 30, 2016

Here is how it works... We will put a graphic or photo in the box to the left. You find it somewhere in the classifieds. Come into our office, Enter your name, phone number and describe where you found the graphic or bring in a clipping to attach to your entry into the drawing for a gift certificate.

Good Luck

LINDA OCCHI found the Sagittarius Graphic on page 7B (360 FUEL / FIREWOOD HEADER) She won a gift certificate to The Chicken Coop.

Gift Certificates must be picked up within 2 weeks of winning
Deadline for today's paper: Thursday by 3:00 PM



Saturday's Graphic

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