

## AUGUST EVENTS

### Aug. 8<sup>th</sup> No LVP Meeting

10a.m. – 12 noon

**TRAINING:** “WORLD CAFÉ—GROUP DIALOGUE”

**PRESENTER:** DANA ZAMOLYI

**NEW MEMBER ORIENTATION—12:15 TO 1 P.M.**

### Aug. 15<sup>th</sup> LVP Meeting

10a.m. – 12 noon

**TRAINING:** “RESUME FORMATS/COVER LETTERS”

**PRESENTER:** DAVE BLANKENSHIP

### Aug. 22<sup>nd</sup> LVP Meeting

10a.m. – 12 noon

**PROGRAM:** ”TO BE ANNOUNCED”

**PRESENTER:** JOHN VAGNONI

### Aug. 29<sup>th</sup> LVP Meeting

10a.m. – 12 noon

**Activity:** “BREAK-OUT GROUPS/FIELD TRIPS DETERMINED BY MEMBERS”

### Sept. 5<sup>th</sup> LVP Meeting

10a.m. – 12 noon

**TRAINING:** “YAHOO GROUPS/ CAREERLINK WEBSITE RESOURCES”

**PRESENTER:** DAVE BLANKENSHIP

**NEW MEMBER ORIENTATION—12:15 TO 1 P.M.**

## The View From The Helm

**H**ello Lehigh Valley Professionals,

I would like to begin by announcing that the newly elected Co-Chairs of the Executive Committee (EC) are John Orsini, 1st Co-Chair and Dave Newton, 2nd Co-Chair. Welcome to you both; I am looking forward to working with you as we finish up the year. The mission of the Lehigh Valley Professionals is as follows:

- ▶ to provide a positive environment for those in transition in which to network and provide opportunities to learn current and effective strategies to find new work;
- ▶ to provide an open forum within which LVP members can challenge themselves to learn new things and improve current skills;
- ▶ to support the business community in ways that will help to accomplish business goals;

- ▶ to support the growth and development of the Lehigh Valley with a force of AWESOME talent to fulfill the needs of the business community.

It is the job of the Executive Committee to ensure that we fulfill this mission. Some of the things the EC put in place this year, which were ideas that came from you, are Member to Member, a revised meeting schedule, and more time to network. If you have ideas that you think will help us better fulfill the mission, let us know.

Don't forget that working in the community and supporting the Lehigh Valley are part of the mission. Please see us with your interest in volunteering on committees or with ideas that we can use to serve the Lehigh Valley.

Go Forward,

Paula Nelson  
LVP Executive Chair  
nelsonp1@ptd.net



## How We Landed

### Jen Weaver:

Fourteen months and many tears later, I have landed a full-time position with National Penn Bank. The same day my sister told me about the job, it came up in my daily alert from CareerBuilder. The online application asked if any family members worked there, and I listed my sister. The interview was no different than any other I had been on in the last year except for one thing: they asked about LVP. In the end, the job was just a perfect fit. I had the skills and experience they needed. I used all of the resources and learning from the past year and I made sure

they knew it was a perfect fit.

Here is my LVP story: I was let go from an executive level position in May of 2013 when my company closed the start-up division I worked for. Shocked was an understatement. I thought I was heading into two days of planning meetings and left with a termination agreement. The ups and downs of unemployment are no laughing matter. Things were tough. Days were bad. No end in sight. But I kept going. I got out of bed every single Friday to drive into Allentown for the LVP meeting. I went to every Monday Marketing Focus Group meeting. And trust

*(Continued on page 3)*

# Networking Events

## Connect At The Jetport

Thursday, August 14th, networkers, recruiters and HR professionals joined with members of LVP for another in a series of networking events at the Day Hotel - Jetport Lounge. Registration for this event exceeded expectations, and turnout was impressive, with the line to sign in for the event extending out the door at times. Special thanks go out to Jon Wilcox and Jen Weaver for their efforts to market this event.

Work has already begun for the next event in October. If you would like to get involved in planning the event, see Richie Howell, Jon Wilcox or myself. Let's continue to improve on participation for this and future events.

Gary Schall  
gmschall@gmail.com



LVP members put their networking skills to work at the Jetport.



LVP alumni Jen Weaver and Kerri Gerencher catching up at the Jetport.



Joe Facchiano, entrepreneur, Chamber of Commerce Ambassador and regular speaker at LVP with Carrie Fellon.

*LVP Communicator is the monthly newsletter for Lehigh Valley Professionals (LVP). It is distributed via the web at [www.lvprofessionals.org](http://www.lvprofessionals.org) and by e-mail at the beginning of each month.*

*Managing Editor: Tom Emmerth  
Layout Editor: Gary M. Schall  
Copy Editor: Lee Vedder*

*LVP is a free recruitment resource for companies, organizations, and recruiters seeking high-caliber professionals and consultants of all disciplines, in the Lehigh Valley and surrounding areas.*

*LVP meets every Friday (except holidays) at 10 a.m. at the PA CareerLink, Lehigh Valley, located at 555 Union Boulevard in Allentown.*

*For additional information call, 610-437-5627, ext. 218*



## Alumni

### **Back To Work**

So you got the job. Now What?

Now starts the challenge of fitting in and delivering on the promises discussed at the interview, outwardly or implied. It can be daunting and leave you feeling unsure and uneasy. Here are some tips to help with those first few days:

- ▶ Smile often. Smile at everyone you see and do it earnestly. It conveys that you are congenial and more importantly, it will you help put yourself at ease.
- ▶ Listen more than talk. We have two ears and one mouth. When you find yourself being given direction, listen carefully. Take notes if you have to. Create a small dialogue about it by repeating back what was said, literally and after a while, in your own words. You will be able to tell if your interpretation is being appreciated or not.
- ▶ Take it slow. Very few jobs are of the type where you just jump in and damn the torpedoes. Don't be afraid to proceed with caution but by all means, always appear to be confident. Even if they are expecting you to jump in with wanton abandon, taking a moment to look before you leap will show that you are eager but also sensible.
- ▶ Be considerate. It may sound old fashioned and a bit out of place in the workplace but I have yet to see an unappreciative face when I hold the door for someone (and smile of course). And don't be afraid to offer assistance, albeit respectfully. You never know whom you might be helping and how you might be helping yourself down the line.

Joe Wolfe  
jmwtyr@rcn.com

## How We Landed

*(Continued from page 1—Jen Weaver)*

me, there were more days than not that staying home would have been easier. I kept going.

I met the most amazing people you will ever meet. I met people with passion and drive. I met intelligent people who somehow ended up just like me. The compassion and empathy of other LVP members was irreplaceable in my job search. Only someone who has been through what you are going through can understand. I kept going.

I learned about resume writing, and interviewing, and marketing myself. I learned how to take care of myself. I learned how to avoid the pitfalls of job searching. I learned how to talk about myself. I kept going.

I landed a teaching position at Cedar Crest College as an Adjunct from networking at an LVP meeting. Then, I landed a part-time job

### **Jefferson Vitelli:**

It is now official. I have finally landed the job for which I have been positioning myself over the past five years. Nutshell version: I was "separated" from my last full-time job in March 2008. I joined LVP that spring and landed a job in June that lasted until August. This was not a good fit.

In October 2008, I had a telephone interview at Holcomb Behavioral Health Systems, which resulted in my being hired part-time, on a fee-for-service basis, as an Outpatient Therapist. I have maintained that position since, building relationships and doing clinical supervision with the team.

One day in October 2009, I had a conversation with our regional director (henceforth called Kelly) about her need for a Program Director for the Outpatient Department. I said "I can do that for you, you know." I sent her my resume and we worked on a proposal, which she submitted to Holcomb's corporate office. Had it been a

at Computer Aid to supplement my teaching income. Still, full-time work was elusive to me. And I kept going.

I still went to every Friday LVP Meeting. I volunteered to Chair the Marketing Committee and then I ran the Monday Marketing meetings. And I kept looking for full-time work every day because giving up was not an option. And no one at LVP would have let me give up anyway; that is what they do best. They Kept Me Going.

Thank you, thank you, thank you to every LVP member that I have met along the way.

My advice is simple and you have heard it before: get involved. Be a part of something. Make a commitment to help others while helping yourself. And please keep going.

Jen Weaver  
Chair, LVP Marketing Committee 2014  
jlweaver@ptd.net

clinical decision, I would have been hired in December 2009. It was a fiscal decision; and the decision was "no."

Kelly and I have revisited the proposal on several occasions since 2010. Finally, this past April, the opportunity presented itself again. When the de-facto coordinator announced she was leaving, I spoke with Kelly about my interest in replacing her. In late May, she poked her head into my office and asked to schedule an interview. We did that and I offered to send her my resume. She responded, "Don't go to any trouble. I have it somewhere." "No trouble at all," I said, "I have it right here." I reached into my pocket, pulled out my smart-phone, opened up Dropbox, scrolled down to my current resume, opened it to show her, clicked on e-mail, typed in the first two letters of her name and her e-mail address appeared. I clicked on send and she said, "Wow! I'm impressed."

For the interview, I prepared an 18-page I-Best Presentation, prepared to answer reservations and greatest challenges kinds of

*(Continued on page 4)*

## Program

In July, I volunteered to step into the position of LVP Program Committee chairman. I really do consider it an honor and a privilege to have an opportunity to give something back to LVP, though I do prefer to think of this position as an “interim” chairmanship. As chairman, my plan is to:

- ▶ Increase the number of program committee members;
- ▶ Improve how the program committee interacts with the training committee;
- ▶ Introduce better ways to keep the general membership in touch with upcoming speakers, events and activities;
- ▶ And also, with your help, introduce better ways for the program committee to keep in touch with your needs.

As for the part that makes this “interim,” I will be actively looking for my replacement from within the membership - as well as looking for gainful employment, of course.

In the short term, because the agenda was recently redesigned to alternate content between either a program or training each week, we will change the format of our Communicator articles. In order to provide continuity to our readers, program and training will publish combined articles and schedules. Each committee will continue to function separately but will come together each month to provide a single article rather than alternate, one committee one month and the other the next month. Both committees hope our combined articles continue to be informative and enjoyable.

In closing, I would like to send an open invitation to anyone interested in the program activities at LVP. Please contact me at [Roy.Bastian@gmail.com](mailto:Roy.Bastian@gmail.com)

On behalf of the Program Committee,

Roy Bastian  
Program Chairman

## How We Landed

*(Continued from pg. 3—Jefferson Vitelli)*

questions. Her agenda was clearly to overcome my reservations about accepting the position, emphasizing my strengths as a clinician, and seeking to offer help with administrative functions. She offered me the position at the end of the interview and asked what salary I expected; I gave her the figure she had suggested back in 2010.

Kelly and I have met a few times since the interview to tweak the job description and she took the proposal to the corporate level. The offer is in the mail. I think I started weeks, months, maybe even years ago. It has been a very slow landing, with incrementally increasing responsibility.

What advice do I have for LVP members? Be steady in your resolve, be patient, and be compassionate toward everyone you meet, and ourselves, foremost. Take the

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### Allison Harteveld:

I have landed at Dun & Bradstreet in Center Valley as a Relationship Manager. For the past 6 years, I had been a consumer of D&B data while developing financial databases in Manhattan. I was very fortunate through my previous role to have worked with a number of D&B professionals, who became trusted and valued colleagues. After relocating to the Lehigh Valley in March, I met with some of my contacts at D&B for a casual lunch, just to catch up, and they pitched this

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### Lisa Slobodow:

In case you were not at our meeting last week and missed the sharing session, I landed at a position making a vital difference in growing a company, five miles from my home.

I shall continue to stay connected to my entrepreneur group and training committee peers, and I intend on supporting LVP virtually.

plunge into leadership of this organization. When I came to LVP in 2008, I did not have a personal computer. I was the prototypical cyberphobic. As Program Chair today, I have managed an EXCEL spreadsheet dating back to 2003 of Program Presenters. I compose and send out weekly agendas to LVP membership. I have built solid relationships with an awesome network of past and future presenters. I have learned to use PowerPoint to make presentations and how to store documents I need in Dropbox, as illustrated by my WOW story with Kelly.

Many thanks to so many people for the invaluable support in a journey that was daunting more often than not. Fret not. You too will land in your designated time.

Jefferson Vitelli  
[jffrsnvtll@gmail.com](mailto:jffrsnvtll@gmail.com)

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opportunity to me. After a few more conversations with the leadership team, I received and accepted an offer that will provide both professional satisfaction and the work life balance I have been searching for.

I only just became a member of LVP in May, but found the group to be a valuable, insightful resource.

Best of luck to all who are still searching.

Allison Harteveld  
[allison.harteveld@gmail.com](mailto:allison.harteveld@gmail.com)

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It would be so easy to leave you with 20 points on how to accelerate your landing, but as a professional coach, I realize I should minimize this to two prime concepts.

1. Network. Get out there. This does not mean having a "rag" session at the back table at LVP, nor does it mean only going to events with other job seekers. It means become the business professional you want to

*(Continued on page 5)*

## Membership

### **I'm out of work. What do I do now?**

After a very busy tax season at H & R Block, I again found myself with a lot of free time. For months I was working 60 plus hours a week managing the office in Centre Square. Meetings, marketing, metrics, achieving goals, scheduling, employee issues, and customer service expectations kept me busy. It was almost a relief at the end of the tax season. Almost!

I was all pumped up with no place to go. Jen Weaver continued sending the marketing focus group meeting schedule and notes throughout the tax season. The next Monday meeting, I was there. Even though I had been to marketing focus group meetings before, I felt inclined to participate more now.

The following Friday, I attended the LVP General Meeting and again Diane Rudolph was looking for some help on the membership committee. I enjoy meeting people and greeting them at the door so I agreed to get involved. Diane landed and then two weeks later, Gayle Merrit, the first chair landed as well. So the committee is made up of all newbies and we're enjoying the challenge.

Am I telling you this to pat myself on the back? No. I discovered that getting involved early is important. One of the first things we notice when are no longer working is the loss of identity and/or sense of purpose or value. As time goes by, many of us get less and less motivated. Lending a hand somewhere can help fill that void somewhat.

There are committees and focus groups here at LVP that would be glad to have you. If not here, then volunteer elsewhere. Put yourself out there. Get out of your comfort zone. This time off is a great opportunity for networking and exploring.

*(Continued on page 6)*

## How We Landed

*(Continued from page 3—Lisa Slobodow)*

land a position in, and market yourself in business groups in the Valley.

2. Transpose your value in terms of a win for others. Whatever you have done that has a tangible number, change in behavior or measurable

### Laura Szabo:

I have accepted a job with Head Start in Phillipsburg, NJ. Without the networking experience at LVP it would not have occurred to me to contact a previous employer. I had worked for HS 15 years ago and now they want me back. My association with LVP has been brief but very effective. Thank you all very much.

When I lost my job, I was depressed, scared, angry, worried, frustrated, etc; etc. I am not even sure how I managed to come to that first meeting, but I only returned because of the positive people at LVP (Thank you, Paula!). As an Early

result, translate that win so that who you are communicating with can pause and consider what it would mean to have that kind of team player or result in their company.

Lisa Slobodow  
lisaslobodow@gmail.com

Childhood teacher, I was sure that I had nothing to offer this very accomplished group. My background is not in business or industry or technology. My computer skills are very basic; and after working with young kids for 30+ years, I don't even have a "professional" wardrobe. Yet something pulled me back again and I received valuable information that will be useful in life - not just on the job. I wish I could have contributed as much as I have learned.

Much success to all of you,

Laura Szabo  
LSzabo4854@aol.com

## Networking Events



Scenes from this year's LVP picnic.

## Membership

*(Continued from page 5)*

Don't wait until your energy levels are down.

"It is literally true that you can succeed best and quickest by helping others to succeed." Napoleon Hill

Nick Krasznavolgyi  
nmk56@hotmail.com

## Networking Events

LVP held its annual picnic this past Saturday, August 16th at Louise Moore Park in Easton. It was an excellent chance to network with current members and alumni. Roy Bastian handled the grill like a pro, putting his passion for renewables to use with coconut charcoal. Attendees enjoyed good conversation, Frisbee and beanbags, and finished up with a friendly game of beach volleyball. We didn't pay too close attention to scoring the game, but I believe the final score was  $4^3$  to  $7^2$ . Special thanks go out to Sharon Trimble for organizing and managing the event.

Keep an eye out here for future events, or better yet, follow us on Facebook, Twitter and LinkedIn's Groups.



Alumni Candace Shobe and (interim) Program Chairman Roy Bastian mark off the boundaries for a friendly game of beach volleyball.

## What We Learned

**July 11th** – We took a look at the root of all your “Seven Stories” – your accomplishments. Once you know your accomplishments, you can add detail about the problem you faced, the action you took and the positive outcome or result. David Blankenship explained that your accomplishments are important in written form for your resume and cover letters as well as in aural form you can use in networking and interviews.

**July 18th** – Our own Marlene Ruby conducted a workshop on Focus Groups. We learned about the structure of Focus Groups and how to get the most out of the meeting time allotted. Guided practice was used to allow everyone opportunity to benefit from the exercise. If you are not already part of a Focus Group, please consider joining one. Focus groups exist for IT, Marketing, Engineering, Finance/Accounting, Entrepreneurial and Diversified interests.

**July 25th** – “Stop Networking / Start Connecting” was the topic Myles Miller brought us. He emphasized how important it is to prepare before a networking event to understand who might be there. Have your “seven stories” ready and target a limited number of people (5-7 out of 50 at an event is a good goal). Tell the other person about yourself and find common

interests. Do not forget to follow up once you have made a connection; usually within 72 hours is best. Did you know there are card services you can subscribe to if handwritten cards are not your thing?

**August 1st** – Abby Kohut taught us that the “hidden” job market is not hidden from everyone. You have to know who knows about the job before it is made public. You should also practice the never-ending interview and learn to describe your job in very basic terms. Share it with family and friends so they know exactly what you are seeking. Another gem Abby shared was to locate the person [via LinkedIn] who got the job when you didn't and ask if they might have some leads you could use. They might be more than happy to provide a wealth of beneficial information for your job search.

Stay tuned for some outside involvement in August. We are working on member-driven field trips and group activities for August 29th. We did this last year during the CareerLink move to the new facility and the feedback was very positive. This is Labor Day weekend. So, if you are in town, please plan to join us.

David Blankenship  
Training Chair  
dblankenship370@gmail.com

## Marketing

### People Who Need People — Connect by Networking We get HIRED with a Little Help from Our Friends

Yes. Lehigh Valley Professionals is a no-fee personnel recruitment resource for companies, organizations, and recruiters seeking high-caliber professionals and consultants of varied disciplines, just like you, in the Lehigh Valley and surrounding areas.

That is great stuff. But we believe that the value of networking, and our commitment to promoting membership

networking training, and encouraging your confident participation in LVP sponsored networking events, will most likely pay off in increased opportunities for landing.

### LVP Professional Networkers Increase Their Odds of Landing

Networking connects influencers and employers to desired LVP candidates,

*(Continued on page 7)*

# Marketing

(Continued from page 6)

just like you.

- ▶ Networking showcases experienced, accredited, motivated professionals, just like you.
- ▶ Networking offers you an exciting arena to interface with a diverse cast of professional peers, and to hone your personal salesmanship and presentation skills through live performances.
- ▶ Networking makes you memorable, more interesting and an asset in advancing your career.

## People who Need People, Make the LVP Networking Connection

LVP places the needs and desires of its members first. Your goal is to land. Our goals are to help our professionals connect with success as quickly and effectively as possible. Through the skills and insights acquired by proven training and educational programming, we hope to elevate our fellow members to become better, more formidable and desirable candidates.

Yes, Networking is your chance to

show the world the new and improved you. It is your opportunity to air a cost-free, event-long infomercial on a subject dear to your heart, you. Make your hiring journey come to life. Positively impact those many interesting individuals waiting to meet you. Your happy participation will surely make a difference in their lives and in yours.

Let the LVP Network Connection Take You HIRE!

Richard J. Howell  
rjohnhowell@hotmail.com

# IT/Web

August, Summer's end month has arrived. It is recognized for its hot and steamy weather, busy travel and back to school preparation and organization. We celebrate National Aviation Day and usher in Musikfest in Bethlehem, harvest festivals, the PGA Championship and start of the U.S. Open.

As you flock to air-conditioned areas to beat the heat and humidity and parents ready their children for the new school year, continue to forge ahead with your job search and networking activities. The IT/Web Committee will be here to assist you with your IT/IS needs, and provide help to the membership requirements.

Tips N Tricks

R.I.P. XP



Like it or not, time eventually comes to say goodbye to old friends. For various reasons, many of us have been reluctant to upgrade our software and/or hardware. April 2014 marked the end of life (and Microsoft's support) for the long-lived

Windows XP operating system. The reactions have run the full spectrum from "It's about time" to "No! Never!"

For those of us who prefer to hang on for as long as possible, there are ways (those details are beyond the scope of this article) to buy some time and squeeze a little more service out of that XP machine. Even so, that will only delay the inevitable migration, not avoid it entirely.

If your computer's hardware can be upgraded to support a newer Microsoft operating system, that's swell. Just don't expect to find an indefinite supply of service parts for your 12-year-old computer (or for your 1960 Corvair). Otherwise, perhaps that computer can be repurposed to serve as, for example, a media server with no Internet connectivity.

Another option to forego the expense of a new computer would be to install a different operating system altogether. There are a number of Linux distributions (or "distros") specifically intended to minimize the learning curve by providing a Windows-like desktop experience. Other "flavors" of Linux are meant to support older hardware. Some distros aim to satisfy both needs. Therefore, transitioning away from Windows XP need not require spending money on new

hardware. And if you select one of the many free versions of Linux, the software isn't necessarily a cash-leak either.

Frugality notwithstanding, avoiding Internet access during your job search due to operating system insecurity is not an attractive option. In other words, we should not have an insecure machine on our network nor should we risk our privacy and identity using such a computer to communicate beyond our firewall.

Read the full article here:

<https://db.tt/BW14WU5y> (Cut and paste link to browser if link does not open when you click here)

(NOTE: This link is CASE-SENSITIVE)

When you need assistance or help, contact us individually or through our email address of LVPITWEBC@gmail.com.



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