Managing and Understanding the Hispanic Workforce:

A Workshop for Employers in the Forest Industries

Virginia Tech

May 11th, 2009
Princeton, WV

The USDA Forest Service's Wood Education and Resource Center and Virginia Tech's Sloan Foundation Forest Industries Center are pleased to co-sponsor a diversity management workshop designed to improve your management skills in working with the growing Hispanic workforce. The one-day interactive workshop in Princeton, West Virginia will focus on meeting the cultural, communication, and legal challenges associated with hiring and managing this multicultural workforce.

Who Should Attend

Employers and managers in the forest industries, from primary producers to secondary manufacturers, who employ or who are considering employing members of the Hispanic workforce.

Workshop Objectives

- Assist employers in managing the legal aspects of employing Hispanic workers.
- Overcome the language barrier.
- Guide employers in creating a business culture that values diversity and that provides a supportive environment for Hispanic employees.
- Provide the latest resources and the most up to date information related to managing the Hispanic workforce.
- Create a forum for forest industry employers to share their solutions to common management problems in the areas of hiring, training, retaining, and managing this multicultural workforce.

Location and Lodging

The workshop will be at the Wood Education and Resource Center (WERC) in Princeton, West Virginia. For additional information about WERC, call (304) 487-1510 or visit *http://na.fs.fed.us/ea/werc/werc.shtm*. Lodging is available at the Holiday Inn Express in Princeton, West Virginia. Participants are responsible for making their own reservations. To reserve a room, please call **304-425-8156.**

Fees and Registration

The workshop fee is $300 which covers registration, instructional materials, continental breakfasts, coffee breaks, and lunch. To register, complete the pre-registration form and return to the address below. You may also pre-register by calling 540-231-2161. Your registration should be received no later than **Friday, April 24th, 2009** Registrations are limited to the first 45 applicants.

For additional information, contact Marina Cogo at (540) 231-2161 or e-mail *cogom@vt.edu*.
For weather or disaster-related program cancellation or postponement information, please call 540-231-9489.

Refund Policy: Request for refunds will be honored when received seven calendar days prior to the program. However, another person may be substituted at any time. A $50 administrative fee will be deducted for cancellations. In the unlikely event that this program is cancelled or postponed due to insufficient enrollments or other unforeseen circumstances, your registration fee will be fully refunded. However, Virginia Tech cannot be held responsible for any other expenses, including cancellation or change charges assessed by airlines, hotels, or other related travel organizations.

Managing and Understanding the Hispanic Workforce — May 11th, 2009 - Princeton, WV

Name

Organization

Organization's FID Number*

Address

City State Zip

Daytime Phone Fax

E-mail

Signature

Return by April 24th 2009 to:

Marina Cogo
3069 Pamplin Hall
Virginia Tech University
Blacksburg, VA, 24061
Phone: 540-231-2161 Fax: 540-231-3076

*FID Number is necessary to process a refund payable to any company, agency, or government.

The information you provide is subject to the Freedom of Information Act guidelines.

Virginia Tech does not discriminate against employees, students, or applicants for admission or employment on the basis of race, gender, disability, age, veteran status, national origin, religion, sexual orientation, or political affiliation. Anyone having questions about discrimination should contact the Office for Equal Opportunity. If you are a person with a disability and require any auxiliary aids, services, or other accomodations for this program, please discusss your accomodation needs with Marina Cogo at 540-231-2161 by two weeks prior to the program.