



HR ROUNDTABLE hosted by STEVE BROWNE

Meets the first Tuesday of every month from **8:30am to 9:30am** at Scarlet Oaks (directions are below).

A few key things to note:

- **RSVP (Please) !!** Steve sends out an announcement each month and asks you to RSVP to let him know if you're able to attend or not. Let him know either way. Not responding doesn't help. He likes to have an idea of how many folks can make it and who can't.
- **NEW MEETING TIME !!** – Group is now meeting from **8:30am to 9:30am** – ½ hour later than he used to. This is so the students for Scarlet Oaks are in class and we're not interfering with them. Please arrive closer to 8:30am instead of being really early. Trust him. It will work.
- **NEW MEETING SPACE !!** – Group is meeting in the Community Room which is adjacent to the Commissary/Cafeteria. Steve is always outside welcoming people, so look for him. Use the same parking lot listed below in the directions.
- **NEW RESUMES !!** – You need to bring 5 copies of your resume if you'd like it to be displayed on Steve's Resume Table. Other things for this (Steve's pet peeves):
 - **STAPLE** your resume if it's two pages or more. Don't use loose resume copies or paper clips.
 - **DON'T** make a copy that's front/back. I know it saves paper, but recruiters will not turn over the resume to read it.
 - **DON'T** bring more than 5 copies !! This system works.
 - Please understand that I'm going to have categories for your resumes. Leave them in the categories.
 - **DON'T** pepper all the categories with your resume thinking more people will look at your resume. It looks like you're desperate and I know you're truly talented instead.

- Have faith in the resume system. Steve has had more people connect and land through the HR Roundtable than most groups.
- **REMEMBER** – Everyone is there to talk about the topic and not to sell services or find a job. You're there to share your knowledge, experience, opinion and talent. The rest will take care of itself.
- **NO BUSINESS CARDS !!** – You are more than a piece of paper. Let everyone meet you as a human. That's more important.

HR Roundtable focuses more on relationships, connections and fun.

Instructions for the HR Roundtable at Scarlet Oaks:

- The HR Roundtable is open to one and all !! The meeting has an HR/Business focus each month and we get together to discuss that topic as well as network. So, if you're in HR, are a small business owner, are a resource partner who works with HR folks, a professional in transition, etc. – you are welcome to attend the Roundtable !!
- The “dress” for the Roundtable is business casual. We're not very formal and you'll be fine however you dress. It's more important to have you come and attend the forum !!
- Please come in and sign in for the Roundtable. Note that if you go to any other Great Oaks door, you'll be asked to have a picture ID and you will receive a Visitors badge as part of their security system.
- Chances are I'll be outside to greet you and welcome you to the Roundtable so you can find the right door to come and join the forum !!

Directions to the HR Roundtable at Scarlet Oaks:

- From I-71: Take I-275 West to Mosteller Road (Exit #44)
From I-75: Take I-275 East to Mosteller Road (Exit #44)
- Turn Left (south) onto Mosteller Road.
- Turn Left at the 1st traffic light onto East Kemper Road.
- The Entrance to the Great Oaks campus is 0.7 miles on the Left at the 3rd traffic light.
- Turn left onto Enterprise Drive and go straight past the gateway entrance.
- Go to the Parking Lot in front of the High School.
- The entrance for the Community Center Room (Building 300) is to the left of the Main Entrance.