



22 March 2016

Dear PACE Member

Well I must start this newsletter with a big apology – this is my first newsletter for the year! Where have the last three months actually gone?

It's been great to catch up with a lot of you at the two events we've had so far, it certainly seems that there's a lot happening out there and we're all working extremely hard. There also seems to be a lot of changes for some of us, so I hope those having to deal with new situations are embracing them!

Upcoming PACE Member Meeting

Tuesday 29 March, 5.30pm - Tips and Tricks – Share your Best!
James Cook Hotel Grand Chancellor

This month's meeting is an opportunity to share your tips and tricks with other PACE members. We are the unseen 'motors' that keep the business running - our work days are fast paced and comprise a wide variety of tasks. The tools of our trade are often self-taught or learnt on the job. This month's meeting is all about the tips and tricks of our trade and an opportunity to learn new tools from each other.

Come along with your best tip or working tool that you use to make your job a little easier. Don't panic – you do not have to present to the group as a whole, we will split into smaller groups for this activity... but for those who may be a little nervous in front of a group, May's meeting will be on public speaking!

We hope you can make it for a fun evening of sharing and learning from each other. It's not too late to RSVP to Jolene.Phillips@esr.cri.nz

New Events Calendar feature!

Thanks to our website co-ordinator Charlie Dickson we now have a feature on the PACE website where you can add events to your calendar.

If you click into the next event <http://pace.org.nz/events/march-networking-meeting-tips-and-tricks-share-your-best>, you'll see a blue Add to Calendar button (slightly below the venue information). Clicking on this gives you a pull-down list of three options: Outlook, Google Calendar, iCalendar. This will then create a new calendar entry, which you can open then Save into your calendar. We have tested this on two different types of calendars so far, so it may not work on all types of calendars but it definitely works with Outlook.

If you have any issues getting this to work, please email [Charlie directly](#) and she can either help you or pass your queries on to our website developer.

Events on the PACE website

You may have noticed that we've listed all the event dates on the website, regardless of if we have confirmed details for that meeting. While we will continue to send out the meeting invites, (thanks to Jolene), we encourage you to use the new feature that we've set up as detailed above, or ensure you put these meetings in your own calendar so you reduce the chance of double-booking yourself. We've got some great meetings lined up this year and we'd hate for you to miss out!

Management Team Changes

I'm extremely pleased to advise you all that we now have a full complement of members of the Management Team, with all positions now filled. Jennie Mills has taken on the role of Treasurer, Nicky Andrew is our Secretary, and we've seconded Christina Hammond on to the team as our Events Co-ordinator. Thanks for putting your hands up to help – I'm sure it will be a rewarding experience for you all.

Don't forget of course that we're always on the lookout for ideas of speakers, professional development opportunities and some of those fun things to do too so contact any one of the team if you want to have a chat. You can access details by clicking the link below.

[2015/16 PACE Management Team Details](#)

PACE 'Library' Books

Some time ago we gathered a collection of professional development type books with the view to set up a library of sorts for members to access. We've found that this hasn't been utilised as generally most people are either looking up books online, and a lot of the material is now out of date. At the member meeting on Tuesday these books will be there, if you'd like any of those books you are welcome to take them (first come, first served). Any books that are left will be donated to a Book Fair in the region.

Finally ... as most of you know I got married last October and a few of you have been asking for photos so I've included some below. We had the best day ever and thanks to everyone for the kind wishes!

I won't be at Tuesday's meeting unfortunately but I hope to catch up with you all over the coming months.

Rebecca Dobbs
Chair



