



Zonta Club of Marietta

P.O. Box 240 Marietta, Ohio 45750

September 2008 Newsletter

September 2008

By Carrie McNamee, Newsletter Committee

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Visit These Websites

www.zonta.org
Zonta International Website

www.zontamarietta.org
Marietta Zonta Club Website

Feature Story...

"10 Negotiation Tips From Women in the Trenches" Revealed

National Business Women's Resource Compiles Advice

With a wealth of advice on business negotiations available on line and in bookstores today, business women should have all the information they need to become skilled negotiators. However according to CareerWomen.com, the leading source of women's career information online, women still find that their most useful negotiation tips come from other women. To this end, CareerWomen.com has surveyed business women over the last year asking for their best tips and advice for successful business negotiations and compiled the "10 Negotiation Tips From Women in the Trenches," to be released today.

"As business professionals, we negotiate every day on topics ranging from work assignments, project delivery dates and even business travel. Our viewers have routinely reported that women and men approach negotiations differently and have asked for advice from others to develop and refine this critical skill set," said JillXan Donnelly, president of CareerWomen.com. "Our '10 Negotiation Tips' is the culmination of advice from CareerWomen.com viewers and clearly represents a strong desire by women to become better negotiators and ultimately strong business leaders."

The "10 Negotiation Tips From Women in the Trenches" include:

1. The Mars/Venus relationship needs to be top of mind in business negotiations. Communication styles between men and women are different and as a result, negotiations can be complex. Our advice: keep your communication style direct by sharing plans, not concepts. Think collaboration not confrontation.
2. Use mentors to help refine your negotiation skills. Given that you will be negotiating with both men and women, pick a mentor from Mars and Venus to get perspective from both sides of the communication spectrum. Practice makes perfect, so our advice: Practice, practice, practice.
3. Women tend to think of getting along vs. getting what they want. Be clear about what you want and practice asking for it in a calm, direct manner. Our



Listen up....

Here's the Scoop...



**Spread the News
and Mark your
Calendars!**

advice: don't be confrontational. Getting fired-up and emotional may have an adverse reaction.

4. Negotiation is a conversation and you may risk getting off-track. Our advice: stay focused; remain on point and on course to avoid a negotiation disaster.
5. Gaining buy in along the way will get you closer to your goal faster. Making sure that the other party is being heard is a sign of respect and will be appreciated. Our advice: repeat the points of the other side and use language such as "Let me make sure I completely understand your point."
6. Successful negotiating requires preparation. Be prepared with a strong understanding of your needs and motivations, as well as the other side. Our advice: do your research, gather together relevant information and if it's complicated, get outside expertise from a mentor or colleague.
7. Creative solutions are well respected, especially if they demonstrate a strong understanding for the goals of the business. Our advice: Most points are negotiable and remember; it's not always about money. Think add-ons, better terms or additional services.
8. Starting with your bottom line may close the door on negotiations. Our advice: be prepared to compromise and expect the other party to compromise as well.
9. Being fair is not a loss. It shows that you are willing to adjust your expectations to meet the needs of the other side. Our advice: ask the question, "Why don't you tell me what you think is fair." You may be surprised at the answer.
10. Negotiating is a process not an event. One conversation may not culminate in a final decision. Our advice: be willing to say, "Let me think about that and get back to you in 24 hours."

The "10 Negotiation Tips From Women in the Trenches," as well as additional resources to enhance professional development and advance women's careers can be found at CareerWomen.com including career development tools, career and employment news, professional associations and employment opportunities across the US with some of the best women-friendly companies.

About CareerWomen.com

CareerWomen.com is the leading online career center by and for women. Tailored to the needs of today's working women, CareerWomen.com provides easy access to top employers and recruiters who are actively looking to recruit women. Since 1997, CareerWomen.com has helped thousands of women find jobs in their chosen career. For more information, visit <http://www.CareerWomen.com>.

Committee News:

Archives

Martha Crock, Archives Chair, has asked that the following information be put in the newsletter. Remember Archives is important because it helps us track our history as a club. Please remember to "clean out" files if needed before passing along to the next person. All information is to be stored in archives, located above Teri Ann's. If you have boxes of "Zonta stuff" at your house please contact Martha as it needs to be sorted, stored or tossed.

Dues Information

Payment Plan

Zonta members will have the option to make quarterly dues payments. Please note it is your responsibility to remember to make payments, you will not receive a reminder. Full dues payment must be received by April 1, no matter if you use the payment plan or not.

The first dues quarterly payment could have been paid June 30, 2008

Service Committee

This year, the Service Committee started encouraging everyone who volunteers for a Club approved project to complete a Project Evaluation Form to let us know how valuable your experience was to you as a volunteer. We use the information you share to evaluate the extent of the Club's participation in both current and future projects. So far, your comments have strongly indicated we are on the right track and your suggestions have been very valuable in planning new and upcoming activities.

The Service Committee recently revised the survey to allow ample room for written comments, which we found more helpful than a simple number grade. A copy of the new form is attached to the bottom of the newsletter.

Request for Pictures

I need any digital photos of Zonta for our website- please email to Pam Holschuh at designsbypam@hotmail.com

Zonta Website Up and Running

Attention all members: Our website is up and running and available for all to use. Please make sure to include it in ALL PR for our group, it has the Zonta Zing posted on it and any new potential members should hit the site for more information. Please use this valuable site! www.zontamarietta.org

Also please make a special note for these e-mail addresses. So we do not have to keep changing everyone's email address or who the chair will be, these are standard e-mail addresses that are on the website for people visiting to send questions, correspondence and PR through and it will not junk up your current e-mail. You can access hotmail from anywhere and all of the Chairs should make a note to check frequently.

Here they are:

President: zontapresident@hotmail.com

Membership: zontamembership@hotmail.com

Fund Raising: (including Unique Boutique) zontafunds@hotmail.com

PR: zontapr@hotmail.com

Service: zontaservice@hotmail.com

Scholarship: zontascholarships@hotmail.com



**Here's what our
members are
doing...**

Pam will e-mail the password. If you need the password please contact Pam H.
designsbypam@hotmail.com

From the President:

[Traci Stotts](#)

We had a very nice International/Intercity Dinner with several members of the Parkersburg Club last month at Marietta College. Our speakers were Renee Stephan of Marietta College and Robin Baylous of the Zonta Club of Parkersburg. Renee told us about her VISTA experience at Marietta College last year and mentioned some of her upcoming goals for the program this year. Robin showed us a slide presentation and described her trip to Rotterdam for the International Convention. It was an exciting and fun evening. We had a great turnout and many thanks go out to Tanya and her attendance and fellowship committee for setting up a lovely evening and a great dinner!

Traci

Member News:

Upcoming Events and Announcements:

EVE Thanks Zonta for Service

What a wonderful EVE Auction - thanks to our Zonta Friends! We now have a total of \$25,000+ from the 8/25 event. Many thanks for your help in set up & organizing, and to the back room assistance to get the "prizes" to folks quickly! It was an amazing evening, again, thanks to the work of our Zonta Club of Marietta!

Molly

Zonta Fundraiser

Our Zonta fundraiser is underway. Order forms and booklets will be distributed at the Sept. business meeting. Anyone wanting a form before Sept. 11 should contact Chris. All snack bags are \$6.00 each and orders will be taken during the month of Sept. For more info. contact Chris Lisk thelisktribe@att.net or 376-9330

Congratulations to David Brightbill

David was recently named by the Governor to the Ohio University Board of Trustees. Go Bobcats!!

Young Emerging Leaders (YEL) will host Dinner Cruise

The Young Emerging Leaders will host a dinner cruise on Friday, September 19 from 7 pm- 9pm. The cost of the ticket is \$20 per person. The 2008 Faces of the Future will be honored. Entertainment will be provided by Darby K. If you would like a ticket for the event contact Mike Archer archerm@pioneerpipeinc.com, Traci Stotts tstotts@pickeringusa.com or Carrie McNamee cmcnamee@wmcap.org

Call to Conference

The Zonta International District 5 Fall Conference will be held October 17-19, 2008 in Louisville, KY. The conference will be held at the Galt House Hotel and Suites. The conference will be hosted by the Zonta Club of Louisville. Early Registration deadline is September 19.

Upcoming Events:

6th Annual ColonyFest Party, September 27 11am- 10pm

Taste of Parkersburg, September 20
3rd and Market St.

RSVP 5K Walk and Run, September 27 7:30am
O'Neill Senior Center, \$15 entry fee

Change for Change:

Remember to bring your loose change to the Board and Business meetings to put in Kim's jar for the "change for change" campaign.

Zonta Meetings:

The next **Board Meeting** will be October 9, 2008 – Lafayette Hotel 5:30pm**

*** *(Board members don't forget to e-mail your dinner request to Carrie,
cmcnamee@wmcap.org)****

The next **Business Meeting** will be held October 9, 2008 – Lafayette Hotel 7:00pm

**Zonta Club of Marietta and Environs
Service Committee Project Survey Sheet
What we do really does matter!!**

Title of Project: _____
Date of Project: _____ Hours Volunteered: _____
Name(optional) _____

The Service Committee hopes your volunteer experience was enjoyable and rewarding. To help us evaluate how well this project supports our mission and provides satisfaction for our members, please take a moment to answer the following questions and return your responses to a Service Committee member.

On a scale of one (1) to five (5), please rate your experience with the project noted above:
1 = strongly disagree; 2 = disagree; 3 = neutral; 4 = agree; and 5 = strongly agree.

For scores of 3 or less, please provide an explanation.

1. _____ This project supported the needs of women and children.

2. _____ The project committee was organized and prepared.


3. _____ The project/my volunteer shift began on time.

4. _____ My volunteer efforts were appreciated.

5. _____ My volunteer time was used wisely and well.

6. _____ There were enough community volunteers to adequately complete the project in the time allotted.

7. _____ Zonta should continue to support this project next year.

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8. _____ Zonta should continue to support this project and provide additional volunteer services to the organizing committee throughout the year.

Please use the back of this sheet to add any comments you feel pertinent and/or which will assist the Service Committee in future planning.