

REGION IV BLACKS IN GOVERNMENT ANNUAL REGIONAL TRAINING CONFERENCE



***"SHAPING THE FUTURE BY BRIDGING THE
GENERATION GAP"***



June 7-8, 2024

**Embassy Suites Hotel and Convention Center
North Charleston, South Carolina**

CONFERENCE INFORMATION

Workshops

Welcome to the Region IV Annual Regional Training Conference. America is a strong nation with many opportunities; yet, citizens will not be prepared for such opportunities if not properly trained. Training will always be a necessity within our society. It is critical to prepare today for a successful tomorrow in one's personal and professional life.

This regional training conference takes the bold initiative to train, educate, motivate, and prepare American citizens for the future in all aspects of employment. Experienced professionals, such as government senior leadership and private sector subject-matter experts, will conduct this awesome regional training conference.

Hotel Information

The Region IV Annual Regional Training Conference will be held on June 7-8, 2024, at the Embassy Suites Hotel and Convention Center, North Charleston, South Carolina. The hotel features spacious accommodations that are suitable for adequate rest and relaxation.

Location

Embassy Suites Hotel and Convention Center

5055 International Boulevard ~ North Charleston, SC 29418
(843) 747-1882

Standard King Suite rates are \$141.00 per night or Standard Two Double Beds Suite rates are \$151.00, plus 14% tax. Taxes are subject to change without notice. Check-in is at 4:00 p.m., and Check-out is at 11:00 a.m. **Reservations must be made no later than Tuesday, May 7, 2024, and secured with a major credit card.** Complimentary Parking for all overnight guests within the Hotel Parking Lot.



WORKSHOP CATEGORIES

Region IV Training Conference (RTC) training sessions are selected to provide participants with various tools and resources for professional and personal development. Training sessions cover topics ranging from communication skills and personal development to leadership development and EEO/Personnel issues. The following table identifies the targeted workshop training categories.

Communication Skills –An important factor in cross generational communication is adapting our language and delivery to suit the preferences of different age groups. Proficient verbal and non-verbal communications are a craft. When we encourage open dialogue between generations, ideas flow freely and innovation flourishes. The ability to effectively communicate at all levels within the workplace is critical to the survival of the employee and organization.

EEO/Personnel - Focus on advocacy, protected categories, how discrimination can appear throughout the employment relationship, and the concepts of stereotypes and implicit bias. Increasing awareness of how discrimination appears in work environments will help facilitate more open dialogue across generations.

Personal Effectiveness and Quality of Life – This training category includes topics on stress management, working effectively with others, the challenges of life, legal advice on wills and guardianship, employee benefits and building self-esteem.

Diversity Management – Is the key to growth in today’s aggressively competitive global economy. Recognizing and celebrating the unique perspectives and strengths of each generation is vital in fostering a diverse and inclusive workplace. Diversity management is the strategy of using best practices with proven results to find and create a diverse and inclusive workplace.

Leveraging Technology – This is the age of technology. Embracing technology helps to bridge gaps and has revolutionized the way we communicate and connect with one another. And when it comes to bridging the generation gap, technology can serve as a powerful tool. With its vast array of digital tools and platforms, technology provides us with endless opportunities for multi-generational interaction such as social media platforms, video conferencing software, and mobile messaging apps.



**2024 REGION IV ANNUAL REGIONAL TRAINING CONFERENCE
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CONFERENCE REGISTRATION FORM

INSTRUCTIONS: Please legibly print all information, and return completed form with payment to the address below. For any questions, please contact Mrs. Darlene W. Green, Conference Planning Chair, at (912) 674-2293.

INDIVIDUAL REGISTRATION		EMERGENCY CONTACT INFORMATION	
Full Name		Full Name	
Address		Relationship	
City/State/Zip		Home Phone ()	
Home Phone ()		Office Phone ()	
Office or Cell Phone ()		Cell Phone ()	
Membership Status: <input type="checkbox"/> Member <input type="checkbox"/> Non-Member			
List Your BIG Chapter Name			
Please identify any special needs (dietary, allergy, wheelchair, etc.) _____			

REGISTRATION FEES	
Pre-Registration Member - \$100 Non-Member - \$125 Retirees - \$75 (must be postmarked or paid online by May 7, 2024)	On-Site Registration Member - \$125 Non-Member - \$150 Retirees - \$100
Luncheon Tickets are \$65 per person <i>(Not included in Registration Fee)</i>	Special Event Cost To Be Determined <i>(Not included in Registration Fee)</i>

There is a \$50.00 cancellation fee through May 10, 2024. All requests must be in writing. No refunds will be granted after May 10, 2024. A \$35.00 service fee will be assessed for returned checks.
Online registration and credit card payment can be made online at: <https://regionivblacksingovernment.square.site>
****An additional \$4.00 processing fee will be added per credit card transaction****
Please contact Mrs. Darlene W. Green at (912) 674-2293 for questions.

TOTAL REMITTED	Registration Only \$ _____	Registration & Luncheon Ticket(s) \$ _____
	Luncheon Ticket(s) Only \$ _____	
PAYMENT TYPE	<input type="checkbox"/> Check <input type="checkbox"/> Money Order <input type="checkbox"/> DD 1556 No personal checks accepted after May 7, 2024	

Amount \$ _____ Date Processed _____

**MAIL COMPLETED FORM AND PAYMENT TO:
Region IV Blacks In Government, c/o Mrs. Darlene W. Green
4410 Holmes Avenue ~ North Charleston, SC 29405**



EXHIBIT BOOTH CONTRACT

Region IV Blacks In Government reserves the right to assign exhibit booth space. Pre-registration for space rental of an exhibit booth is \$100.00 for corporations and government agencies, small businesses, and non-profit organizations. Refer questions regarding exhibit space to, Ms. Peggy Wilson at peggy.sw@comcast.net or (407) 310-3090.

We hereby agree to the rules and regulations of Region IV Blacks In Government in consideration for the use of exhibit space, which will consist of one table and two chairs. We have enclosed a check, money order, or credit card number in the amount of **\$100.00** for both Friday and Saturday rental of booth space. The exhibits will open at **8:30 a.m.** and close at **5:00 p.m.** on June 7-8, 2024. Full payment must accompany this contract.

Booth cancellation will not be accepted after May 10, 2024, and must in writing. Notice of cancellations after May 10, 2024, obligates the exhibitor to pay 100% of the space rental fee.

FORM OF PAYMENT: Please do not mail cash. No personal checks accepted after May 10, 2024

() checks (payable to Region IV Blacks In Government) () money order

Amount \$ _____ Date Processed: _____

Credit card payment can be made at <https://regionivblacksingovernment.square.site>. An additional \$4.00 processing fee will be added per credit card transaction. For questions, please contact Mrs. Darlene W. Green at (912) 674-2293.

Please mail signed contract, intact with your remittance payment.

REGION IV BLACKS IN GOVERNMENT c/o Mrs. Darlene W. Green, Region IV Treasurer 4410 Holmes Avenue North Charleston, SC 29405		
Exhibit Booth Manager: _____ <small>(Person to receive space confirmation, exhibitor kit, and all correspondences.)</small>		
Address:		
City:	State:	Zip:
Phone:	Fax:	E-mail:
Exhibit Categories: <input type="checkbox"/> Corporate <input type="checkbox"/> Government <input type="checkbox"/> Small Business <input type="checkbox"/> Retail <input type="checkbox"/> Non-Profit <input type="checkbox"/> Health		

Exhibit Booth Personnel: Please attach a list of all persons to receive exhibitor badges. Names must be printed.

Exhibitor Description: Please attach a 50-word (maximum) description of your product/ services. This will be printed in the conference souvenir booklet.



CORPORATE SPONSORSHIP AGREEMENT FORM

Company Name:	Point of Contact:
Address:	Telephone Number:
City/State/Zip:	E-mail Address:
Web Address:	Alternate Contact Information: Name: _____ E-mail Address: _____

Enclosed Contribution:

Check (Number & Amount) _____

Prime Sponsorship Commitment Categories (Please check your sponsorship category)

PLANTIUM SPONSOR—\$1,000 and ABOVE

- Company's Logo on Region IV Website for one (1) Year.
- Full page advertisement in Souvenir Program Book—Inside or Back Cover.
- VIP Seating (2) at Luncheon.
- Acknowledgement of Sponsorship during Regional Training Conference.
- Company's Logo on all marketing materials.

GOLD SPONSOR—\$700 - \$999

- Company's Logo on Region IV Website for six (6) months.
- Full page advertisement in Souvenir Program Book.
- VIP Seating (2) at Luncheon.
- Acknowledgement of Sponsorship during Regional Training Conference.
- Company's Logo on all marketing materials.

SILVER SPONSOR—\$400 - \$699

- Company's Logo on Region IV Website for three (3) months.
- Half-page advertisement in Souvenir Program Book.
- VIP Seating (1) at Luncheon.
- Acknowledgement of Sponsorship during Regional Training Conference.
- Company's Logo on all marketing materials.

BRONZE SPONSOR—\$200 - \$399

- Half-page advertisement in Souvenir Program Book.
- VIP Seating (1) at Luncheon.
- Acknowledgement of Sponsorship during Regional Training Conference.

SMALL BUSINESS SPONSOR—\$100 - \$199

- One-fourth page advertisement in Souvenir Program Book.
- Acknowledgement of Sponsorship during Regional Training Conference.

CORPORATE DONOR-\$100-\$199

- One-fourth page advertisement in Souvenir Program Book.
- Acknowledgement of Sponsorship during Regional Training Conference.



SOUVENIR BOOKLET ADVERTISEMENT CONTRACT

INSTRUCTIONS: Return completed form with payment and a copy of the camera-reading advertisement to REGION IV BLACKS IN GOVERNMENT, c/o Mrs. Darlene W. Green, Region IV Treasurer, 4410 Holmes Avenue, North Charleston, SC 29405. **Please email all electronic advertisements by May 3, 2024, to Dr. Vera McKethan, Souvenir Booklet Chair, at vscottmckethan@gmail.com.** For questions regarding advertisement, please call (334) 312-1275.

Name of Company/Agency _____

Street Address _____

City, State, and Zip Code _____

Telephone Number _____

Authorizing Signature _____

Title _____

ADVERTISING RATES	Full Page	_____ \$125.00
	Half Page	_____ \$ 75.00
	Quarter Page	_____ \$ 45.00

AMOUNT ENCLOSED _____

FORM OF PAYMENT (Check one; please do not send cash):

Check Money Order

Credit card payment can be made at <https://regionivblacksingovernment.square.site> . An additional \$4.00 processing fee will be added per credit card transaction. Please contact Mrs. Darlene W. Green at (912) 674-2293 for questions.

Send Payments to Region IV Blacks In Government
c/o Mrs. Darlene W. Green, Region
IV Treasurer 4410 Holmes Avenue
North Charleston, SC 29405

Return ads by: May 3, 2024

FOR OFFICIAL USE ONLY		
Confirmation Date Payment Received:	Amount Received:	
Check No.:	Money Order No.:	
Region IV BIG Authorization Signature	Title	Date

**Blacks In Government
Presents
All White Affair**



**5060 Dorchester Road
North Charleston, SC 29418
Free Admission ~ Cash Bar**

Live Band

June 8, 2024

8:00 PM - 11:30 PM

A 10% gratuity is added to every check

JUNE 9, 2024



Gullah Geechee Experience Tour

Historical Tours in Charleston, South Carolina

More Information Forthcoming!!