

HRA-ECI

December 2019

**DECEMBER
MEETING**

Holiday Party!

Friday, December 13

11:30am—1pm

Firefly Grill

**1810 Avenue of
Mid-America**

Effingham, IL 62401

Lunch: Firefly Grill

**RSVP By 4pm
Wednesday,
December 11**

**Don't forget your
business cards!**

Holiday Party!

**Don't forget your business
cards for the gift drawing!**

How to say "Thank You" to Employees

When was the last time you took the time to thank your employees? SHRM put together a list of simple gestures that can show your employees how much you value them.

1. A simple "Thank You" at the end of the day
2. Handwritten "Thank You" notes
3. Company Employee Appreciation Day or Week
4. Send an email to a direct supervisor of a co-worker that helped accomplish a task
5. Write a "Kudos" blurb about employees that go the extra mile in the company newsletter
6. Send a "Thank You" note and gift card to the family thanking them for their support at home

See Page 2 for details on ways to fill out the 2020 membership form and send payment!

2020 Membership!

The 2020 membership forms are attached to the newsletter email!

Here's how you can turn them in!

1. Bring the form and payment to the Holiday Party
2. Pay online through the HRAECI website and email the membership form to hraeci@yahoo.com
(Full instructions for payment are attached to this email)

3. Mail payment and form to:
Human Resources Association of East Central
Illinois
PO Box 1002
Mattoon, IL 61938

A large, stylized, black cursive script that reads "Thank You" is centered on a light gray rectangular background.

Thank you to everyone that filled out the HRAECI survey! We received a lot of great topic/speaker requests! We have an exciting 2020 planned!

Attention HR Professionals!

Are you interested in becoming a National SHRM Member?

There are several benefits to becoming SHRM certified

1. Compliance Resources—Receive alerts on federal, state and local employment laws
2. HR News—Stay on top of critical HR issues through e-newsletters, webcasts and *HR Magazine*
3. SHRM Connect—Build your network and get HR questions answered in SHRM's online members-only community
4. Ask an HR Advisor—Get help with your HR questions via phone, chat or email
5. Templates & Samples—Save time with 1000s of customizable templates, policies, forms and presentations

Application Process

1. Visit portal.shrm.org
2. Create a user account. Enter your name as it appears on your unexpired original government-issued ID
3. During an open registration window, select SHRM-CP or SHRM-SCP certification exam
4. Complete the application form with your eligibility, job and demographic information
5. Sign the affirmation statement agreeing to abide by:
 - SHRM Code of Ethics
 - SHRM Privacy Policy
 - Policies and procedures outlined in the SHRM Certification Handbook
6. Submit payment for your exam
7. Upon verification and/or successfully completing an audit, you will receive an Authorization to Test letter via email within 10 business days
8. After receiving your ATT letter, schedule your exam with SHRM's test delivery vendor

For more information visit www.shrm.org

Are you or anyone you know wanting to join the HRAECI SHRM Board? If so, contact a current board member for more information!



Ashlee Stanfield, President
Haley Helton, President- Elect
Candice Fletcher, Vice President of Membership

Morgan Benline, Treasurer
Jennifer Parker, Secretary
Dustha Wahls, Legislative Officer
Beth Glanzer, Past President

DECEMBER 2019

**Let us know if
you're interested in
joining the board!**

Visit our *HRAECI Website and Facebook!* You can view all of our Newsletters, see upcoming events, post a job, and much much more!!!

[http://hraeci.shrm.org!](http://hraeci.shrm.org)

<http://www.facebook.com/hraeci.shrm.org>

If you have any jobs you would like to be posted please send them to hraeci@yahoo.com or a Board Member

THINK HAPPY.