

# BUSINESS SEMINAR PROGRAM

Tuesday, September 19, 2017 — East Earl, PA

Friday, September 22, 2017 — Chambersburg, PA



## **THEME: Business Operations**

**8:00 – 8:30 AM** REGISTRATION, REFRESHMENTS, AND SEATING

**8:30 – 8:45 AM** WELCOME AND SEMINAR DETAILS

**8:45 – 9:35 AM** GENERAL SESSION

### **Productivity, Efficiency, and the Bible – Marvin Martin**

How does the Scripture relate to the principles of productivity and efficiency? We're living in a fallen world that contains difficulties, decay, and disorder. Biblical stewardship calls us to work with responsibility and accountability. Be inspired as a business leader in your responsibilities of teaching others orderliness and productiveness.

**9:35 – 9:50 AM** STEWARDSHIP RESOURCES UPDATE

**9:50 – 10:10 AM** BREAK

**10:10 – 11:00 AM** GENERAL SESSION

### **Leadership for Operational Success – Ray Randolph**

Christian leadership differs from worldly leadership. Jesus highlighted this contrast in Matthew 20:20-28 ". . . whoever would be great among you must be your servant." What does servant-leadership look like in business? What leadership principles apply to operations? This session examines the basic leadership challenge of organizing fallen people to do business together in a fallen world prone to disorder and chaos.

**11:00 – 11:15 AM** BREAK

**11:15 – 12:05 PM** GENERAL SESSION

### **Joy and Productivity (The Solomon Principle) – David Bower**

King Solomon prayed for wisdom to lead God's people. God granted Solomon's request and his reputation was known far and wide even piquing the curiosity of the Queen of Sheba. What was Solomon's wisdom with people? What underlying relational principles need to be understood and applied at work to achieve the wisdom of Solomon? Learn how to develop, empower and inspire your people.

**12:05 – 12:20 PM** ANABAPTIST FINANCIAL/FOUNDATION UPDATE

**12:20 – 1:30 PM** LUNCH

**1:30 – 2:20 PM** BREAKOUT SESSIONS

### **Organizing for Productivity – Ray Randolph**

"Value" is what customers pay for. A key insight for operational success is learning to see which business activities add value and which ones don't. The goal of organizing is to make the value-adding activities easier, and reduce activity that doesn't add value. We look at several basic techniques for organizing: work-area layout, 5S, and visual controls.

### **Problem Solving: Finding the Root Cause – Dale Savage**

Solving problems is a skill that leaders need to develop. Finding the root cause of a problem is key to finding a correct and sustainable solution. For that to happen, it is important to recognize the barriers to getting to the root cause, the methods for finding it, and problem solving tools. We will examine each of these in order to understand how to get to the root cause so problems can be minimized or eliminated. Learn to be a problem solver!

**2:20 – 2:35 PM** BREAK

**2:35 – 3:25 PM** BREAKOUT SESSIONS

### **Problem Solving: Continuous Improvements – Dale Savage**

Continuous Improvement is the way to deal with obstacles in your business, but where to begin? You must first determine if you are trying to solve a problem or simply improve a process or procedure. The answer will determine the steps you will follow. Learn how to reduce obstacles and implement improvements that will make a difference.

### **Standardizing the Best Known Process – Ray Randolph**

Standardizing your process is the secret to getting consistent results for quality, productivity, and on-time delivery. Why is standardizing so hard? What does it take to create standards, maintain them, and continuously improve them? Some people think that standards destroy creativity. But if standardizing is done right, it drives high performance AND frees a team to innovate.

**3:25 – 3:40 PM** BREAK

**3:40 – 4:30 PM** BREAKOUT SESSIONS

### **Process Flow and Inventory – Dale Savage**

The speed in which product or information flows through your workplace and to your customer is a measurement of efficiency. We will look at how to understand the flow of your product or service, recognize barriers to the flow to your customer, and how to proceed with improving the flow of product or service while keeping the correct goals and objectives in mind.

### **Building Operational Systems – Ray Randolph**

A business consists of many individual processes: a process to receive orders, a process to schedule production, a process to create your product or service, a process to deliver to customers on time, a process to invoice and collect payment, a process to hire and train new employees, etc. Put all these together and you have a "Business Operational System" (BOS). This session examines why you need a defined BOS and how to establish one.

**4:30 PM** CLOSING

You are invited to attend an

Anabaptist Financial

# BUSINESS SEMINAR

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## SPEAKERS

**Marvin Martin**—Myerstown, PA  
*Partner, Keystone Collections*

**Ray Randolph**—Willow Street, PA  
*Lean Consultant, Effective Systems*

**David Bower**—Glade Hill, VA  
*Owner, Seven Oaks Landscaping*

**Dale Savage**—Arcanum, OH  
*Supervisor, Mahle Behr Dayton, LLC*

## SEMINAR LOCATIONS AND DATES:

**Tuesday, September 19, 2017**  
**Shady Maple Banquet Center**  
129 Toddy Drive  
East Earl, PA 17519

**Friday, September 22, 2017**  
**Antrim Brethren In Christ Church**  
24 Kauffman Road East  
Chambersburg, PA 17202

### Registration Form PA Business Seminar

*Cut out or copy this form, and mail to the Stewardship Resources address given below.*

*Please list each person so we can prepare name tags.  
Attach an additional sheet if needed.*

Name(s) \_\_\_\_\_

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Company \_\_\_\_\_

Address \_\_\_\_\_

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Phone \_\_\_\_\_

Email \_\_\_\_\_

#### Contact Directory

Check this box if you would like your contact information added to the contact directory that is printed into the seminar handout. You may also provide a brief description of the goods and services that you provide. (maximum 15 words)

Note: For printing purposes we must have your registration by September 5

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#### Place a check mark next to the seminar you will be attending:

- Shady Maple Banquet Center on Tuesday, September 19, 2017
- Antrim Brethren in Christ Church on Friday, September 22, 2017

#### Please include payment with your registration

If registered on or before September 4, \$89.00 for the first person. Additional attendees \$79.00, if from the same family or business.

If registered after September 5, \$99.00 for the first person. Additional attendees \$89.00, if from the same family or business.

To register online, visit: [afweb.org/register](http://afweb.org/register)

*If registering by mail, return this form with a check payable to:*



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