

Congratulations!

Deacon Richard Ousley—2010 Employee of the year



- ◆ **Deacon Richard Ousley** was named the Employee of the Year. for consistently going above and beyond what is required of an employee and cheerfully volunteering to do whatever is asked. We salute you good and faithful servant. He received \$500 and a plaque for winning the well-deserved award.
- ◆ **Deacon Brenda Woods and Sgt. Quinton Fields** tied for second place. They each received \$225.
- ◆ Congratulations to all and keep up the good work.



For your Inspiration

REFLECTION: Don't give God instructions — just report for duty!

RAISE YOUR SUCCESS PROFILE

Advancing your career:

If you are feeling overlooked or undervalued at work, start planning what you will do differently to gain the positive notice you deserve. *Suggestions:*

- **Ask** your manager to define the results required for excellence in your job. Decide if you are willing to work hard and pay the price to deliver those results.
- **Commit** to competing against yourself. Stop comparing your performance to that of your peers and begin to compare your results to key goals instead.
- **Consider** new skills that would make you more valuable to your organization. Present a cost-benefit analysis to your manager, outlining your case for the value of investing in training, tools and equipment.
- **Learn** more about the business you are in. For example, ask to sit in on sales calls—with both satisfied and dissatisfied customers—to better understand your job. If you feel that you are out of the loop, ask your boss to provide you with or to direct you toward the information you lack.
- **Speak up.** Do not wait for your manager or others to ask for your input. Give your organization the benefit of your views and ideas. Learn to accept "No" gracefully and continue looking for ways to contribute.

— Adapted from *The 7 Hidden Reasons Employees Leave: How to Recognize the Subtle Signs and Act Before It's Too Late*, Leigh Branham, AMACOM, (www.amanet.org/books)

ATTENTION

Have an announcement or celebration that you would like to share with the staff? E-mail either editor for review.

**Next Edition:
April 2011**

New Employees:

- ◇ *Altereek Brewton*—Security
- ◇ *Moises Marquez*—JJITC Custodian
- ◇ *Floyd Gray* — Musical Director,
Asbury Park
- ◇ *Dennis Tuggle*—Productions
- ◇ *William Clarence Lewis*—Productions
- ◇ *Tyler Powell*—Facilities

Farewell and Best Wishes:

- ◇ *William Mitchell*—Mr. Willie, we pray for your complete healing.
- ◇ *Samar Newsome* — Music Ministry,
Plainfield and Perth Amboy
- ◇ *Denice Lowe*— Music Ministry, Asbury
- ◇ *Jessica Bradbury* — JJITC
- ◇ *Lisa, Jackson*— Episcopal Office

Healing:

- ◇ *Deacon Shirley Brooks* — We miss you Deacon. Get well soon.
- ◇ *Mr. Willie Mitchell*— You will always be with us in spirit.

Celebration:

The staff Christmas party was held on December 16 at the Heritage Hall and was treated to a scrumptious meal that was arranged by our very own Lauren Hernandez, Events Manager. Deacon Shirley Brooks was surely missed during this celebration as she was always making sure that the place was festive. Lauren did a wonderful job given the short notice and ever changing dates. Thank you Lauren.

Bishop Donald Hilliard was on hand to give out the award for Employee of the Year, Deacon Richard Ousley.

Thank you, Bishop, for even in this state of economy you made sure that we have a little something for Christmas.

The Staff Christmas Party pictures can be seen on the back page.

Paperless Payroll

You can have your paycheck automatically deposited in your checking or savings account on payday, and you don't have to accumulate paper statements each payroll!! **All employee** must be on direct deposit by next quarter.

Words in action

Flounder vs. founder.

Although often used interchangeably, those two words have different meanings. Be sure to choose the one that best describes your subject. *Flounder* means *to make clumsy attempts to move or to regain balance*; *founder* means *to sink, cave in, collapse*. In other words, one who flounders is attempting to survive, where as one who founders has gone under. *Examples:* After 18 months of *floundering* in the changing market, the venerable company finally *floundered*.

Resolving people problems

7 steps for difficult conversations

Difficult workplace situations eventually require a conversation, but that conversation need not be unpleasant. Remember to keep your words and demeanor positive as you follow these steps:

1. **State** the reason for meeting. "As I see it, we need to talk about the circumstances regarding Tuesday's meeting."
2. **Express** your intention to resolve the matter or to improve your working relationship. "My reason for getting together is to figure out a way to make this work for both of us."
3. **Name** the difficult issues clearly and directly, without judgment. "As I understand the situation, you are disappointed with my progress. I have heard from other others that you have indicated your belief that I am the cause of the production delays. What is your take on the issue? Please tell me more about how you see the situation."
4. **Own** your contributions to the difficult situation. "I admit that I neglected to follow up with you after we missed the first deadline. I also have been blaming you for not seeking me out, and I have been avoiding you because I feel angry."
5. **Suggest** a new way of approaching the difficult situation. "I want to put our heads together to work this out. You may feel that I caused all the problems between us, and I can understand if you feel that way. However, I still want to work this out together."
6. **Invite** the other person to share a different point of view. "What is your take on what has happened with our relationship and with the project?"
7. **Shift** responsibility by asking how the other person wants to proceed. "It sounds as if you do think this is all my fault and that you are angry with me personally. How do you thin we should proceed?"

Warning: No mater how you phrase it, if you point out what the other person did wrong, that person may feel like you are blaming him or her for the problem. Unless you feel that pointing out your co-worker's failings is important to reaching understanding—and preventing future problems—avoid pointing fingers.

—Adapted from *Authentic conversations: Moving From Manipulation to Truth and Commitment*, Jamie Showkeir and Maren Showkeir, Berrett-Koehler Publishers Inc., www.bkconnection.com .





Harvest Festival

October 29, 2010

JJITC' transformed into a farm full of fun right down to the pumpkin patch full of hay bails, corn stocks and of course pumpkins. Children Staff and parents came to enjoy this day full of pumpkin painting, karaoke, pumpkin gutting, bean bag toss, mini golf, and delicious dirt worm snacks cooked by the kids. Staff and children enjoyed the chance to dress up as their favorite positive characters and animals. Our Harvest Festival was a success due to the generous donations from Cheesequake Farm in Old Bridge, JJITC staff and parents.

—Submitted by Krystyn Johnson-Gallant, MAT, Lead Teacher, JJITC



Anniversaries

2011

FEBRUARY		Years
1	Dr. Deniece Reid	16
2	Nicole Little	2
22	Nordelin Pena	1
MARCH		
3	Tyrone Jenkins	2
APRIL		
8	Tameka Stout	6
12	Elder Wanda Boykin	4
12	Rhonda Anderson	9
MAY		
1	Deacon Brenda Woods	10
26	Hakima Miller	2
31	Deacon Andrew Largie	9

Birthdays

FEBRUARY

7	Min. Esteban Santana
17	Rhonda Anderson
19	Marilyn Feliciano
24	Hakima Miller

MARCH

1	Thomas Rodgers
10	Tiffani Royster
22	Deacon Lisa Marie Richardson
26	Deacon Jacqui Davis
29	Dr. Dawn Rivers
29	Elizabeth Aponte

APRIL

1	Dr. Bernadette Glover
3	Mother Pinkie Rodgers
5	Damaris Wicks
6	Donald Parker
22	Krystyn Johnson-Gallant
28	Dr. Deniece Reid
29	Eddie Hernandez

MAY

7	Michael Rusznak
7	Sonia Vega
20	Deacon Shirley Brooks
21	Tiffany Trotman
21	Moises Marquez
21	David Dubois
24	Elder Wanda Boykin
25	Juanda Hawthorne





Under the leadership of Dr. Donald Hilliard, Jr., Senior Pastor and Dr. B. Glover, Executive Pastor, Cathedral International, formerly known as Second Baptist Church provides relevant ministry in three New Jersey locations—Perth Amboy, Plainfield, Asbury Park. This Christ-centered community embraces Christian liturgy and Pentecostal fervor. With a four-fold mission to Evangelize, Educate, Emancipate, and Empower, Cathedral International is constantly thriving toward innovative ways to liberate humanity.

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...Staff Christmas Party...



"I will honor Christmas in my heart and try to keep it all the year." - Charles Dickens