



# ORGANIZING CLIENTS FROM THE INSIDE OUT

*Field Skills for Professional Organizers & Consultants*

- **Increase billable hours**
- **Boost client retention**
- **Generate word-of-mouth referrals**

Did you know that 30% of business time is spent looking for lost documents? Or that a quarter of all Americans say they'd like to be more organized? That's 75,000,000 people! Life these days is as fast as it is busy and the new economy has put a premium on efficiency. More businesses and individuals are seeking professional help to get back in control.

## WHAT'S THE SOLUTION?

*Organizing Clients From The Inside Out* will teach you the skills you need to provide exceptional client service which will make your business stand out from the competition.

Based on Julie's *New York Times* bestseller, *Organizing from the Inside Out*, the course will train you to design customized organizing systems for home, home office and business settings. The result? Satisfied clients, enduring systems and great referrals.

## WHO SHOULD ATTEND?

Professional organizers (all levels) and those in related service fields who want to expand their offerings to include professional organizing:

Interior Designers, Architects, Image Consultants, Executive/Personal Coaches, Records Managers, Real Estate Professionals, Moving Managers, Closet Consultants, Administrative Assistants, InHouse Corporate Trainers

## WHAT IS THE PROGRAM?

*Organizing Clients From The Inside Out* is an instructor-led two-day workshop designed to improve your client service techniques. You'll gain practical strategies to show up for each organizing session well prepared, energetic, confident and creative.

The workshop features a rich variety of highly interactive activities that build skill, reinforce your learning, and increase your retention.

- Small classroom settings provide high level of engagement and individual attention
- Lecture, exercises, role-playing, case studies, and video training provide many opportunities to practice new skills and get immediate feedback
- World-class faculty of experienced professional organizers boasting 30+ years of combined field experience
- Dynamic Modules include:
  - o Being the Bushman-What distinguishes a "Professional" Organizer?
  - o Applying the foolproof 3-Step Process for organizing any space
  - o Setting the right tone and maintaining control of each project
  - o Relying on the SPACE formula for even the most formidable jobs
  - o Overcoming Client Challenges
  - o Creating Visible, Dramatic Results with each session
  - o Creating a User-Friendly Filing System

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ORGANIZING INSTITUTE

## WHAT WILL PARTICIPANTS LEARN?

*Organizing Clients From The Inside Out* teaches that building a successful business of loyal clients requires far more than knowing how to make things look good; it requires understanding how people think and function.

JM Organizing Institute's unique process teaches you to organize people, not things, designing each system based on the unique way the client thinks and their natural habits and goals, so that the system lasts. You will learn how to:

- Quickly put client at ease and win their trust
- Tackle even the most formidable project with confidence and poise
- Listen astutely for client clues in discovering the right system for them
- Keep clients motivated through completion of the project
- Generate multiple options for solving any client problem
- Avoid pre-judgements
- Recognize each client's capacity for change
- Boost client's confidence and keep them motivated until the project is complete
- Project professionalism, energy and expertise
- Handle difficult clients
- Create lasting, customized client solutions that will win you referrals

## Workshop Dates, Agenda & Registration

For dates, locations, full day agenda and to register, please visit our website:

[http://www.juliemorgenstern.com/Organizing\\_institute.php](http://www.juliemorgenstern.com/Organizing_institute.php)

or call us @ 212.586.8084

## Outstanding feedback from past participants:

- 96% felt the program effectively conveyed the concepts and skills
- 97% found the program "valuable" or "very valuable" on the job
- 96% would recommend the seminar to colleagues

## PROGRAM RESULTS

"The training was excellent and comprehensive. It was so beneficial because it provided the how-to's, practical, hands-on training and immediate feedback to learn most effectively"  
*Denise K., Connecticut*

"The training provided clear, to the point strategies to approach every aspect of this profession"  
*Janet W., New Jersey*

"Overall, I found this workshop extremely valuable and will help me in my business. Workshop was beyond my expectations"  
*Patricia M., Bogota, Columbia*

## JMOI ALUMNI ARE FROM:

40+ states, Australia, Belgium, Columbia, Japan, New Zealand, Sweden

## Two day Workshop Includes:

- Participant Workbook
- Job Aid & Tools
- First-rate JME Certified Facilitator

## Investment

\$ 895

FOR MORE INFORMATION CONTACT:

212-586-8084

[WWW.JULIEMORGENSTERN.COM](http://WWW.JULIEMORGENSTERN.COM)



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