

MELINDA SMITH

AUTHOR, SPEAKER, LIFE ORGANIZER®



Melinda Smith, CPO® with a background in education, has worked with companies across the East Coast that included over 60 cities in 19 states with a focus on Strategic Thinking, Teambuilding, Organization, Balance Strategies, Stress Management, and Embracing Change. Melinda was one of the first 200 in the nation to achieve a Certified Professional Organizer status and is a graduate of the Western School of Feng Shui (pronounced Fung Shway).

SPEAKER TOPICS

Our Signature Topic: The Complete Guide for Balance & Harmony

Life is out of control. The world goes more places, spends more money, and works more hours. If you find yourself running in circles without accomplishing goals, frustrated with the level of balance and harmony in your life, and need the focus that leads to results, this workshop offers a choice for something different. Life transformations happen when you address all areas of your life in a systematic process utilizing our 360° philosophy. This dominant philosophy centers on looking at work, home, and you with a 360° perspective and realizing everything is connected.

Embracing Change: Making the Most of Opportunities

Where are you right now, where do you want to go and how do your habits affect the outcome? Brain dump all the craziness of work, home, and you to find peaceful resolutions. Learn the first step of our Transformation Process to create actionable FOCUS to-do's and learn how to work through our three D's. Utilizing our tools, you will make better choices, gain energy, and find balance in your life.

Balance You: The Power of Happiness

When you focus all your energy on work, home life tends to suffer. When you focus all your energy on home, work life tends to suffer. When you give all your energy to someone else, you tend to neglect yourself. Our unique business & 360° philosophy looks at the big picture of work, home, & you. Nothing will increase efficiency and productivity in the workplace more than empowering employee happiness.

Balance Home: Organizing Home to be More Productive at Work

Seldom do you take the time to stop long enough to observe how your home environment affects you, your relationships, and your time at work, as the "busyness" of life takes over? When clutter starts to accumulate, it affects your life in four ways: Time, money, productivity, and energy! Gain valuable solutions to simplify, organize, and beautify the home.

Transform Work: Strategic Thinking; Thriving or Surviving

Strategic thinking is a process, not a result. It seeks not to answer the question of WHAT but rather to ponder WHY and HOW. Think big, challenge conventional thinking, and overcome the enemies of strategic thinking. Build trust, foster accountability, and drive results.



"Balance is not about equality of time or effort expended on any one part of life, but instead about maintaining an arrangement where an excessive emphasis on one component does not create stress in another, leading to a discordant, unsatisfying, and stressful whole."

- Melinda Smith

RAVE REVIEWS

"Melinda is an excellent speaker and presenter. She kept our interest level high, and group participation was great both days of training. This workshop was such a great experience."

- David, Charlotte, NC

"Melinda was humorous, knowledgeable, and made the training worth every minute and dollar."

- Angela, Baltimore, MD

"Melinda was awesome! Very engaging and motivating speaker. I really enjoyed her sessions and even changed my choice of sessions after going to one of hers b/c I wanted to hear more from her." - Jodie, Lewis Center, Ohio



THE COMPLETE GUIDE FOR BALANCE & HARMONY OWL KIT



The Complete Guide for Balance & Harmony, by Melinda Smith, CPO®: utilizes the **OWL** (Organize With a focus to Liberate) method and was created to embrace change, face hard decisions head-on, and find organizational clarity using simplicity. The OWL Kit is a combination of books and tools that walk you through a systematic process with focus, intention, and balance. It includes:

- The Complete Guide for Balance & Harmony Book
- The Complete Guide for Balance & Harmony Workbook
- Balance Box
- What is On Your Plate
- Transformation Map
- The Complete Guide for Balance & Harmony F.O.C.U.S. Journal
- Energy Map
- Transfer Cards

Book & Balance with Melinda

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*I'm on a Mission
to create a Global 360² Movement
Utilizing the **OWL** Method
Organize With a focus to Liberate!
When you focus all your energy
on work, home life tends to suffer.
When you focus all your energy
on home, work life tends to suffer.
When you give all your energy to someone
else, you tend to neglect yourself.
Our 360² philosophy looks at the
big picture of work, home, & you!*