



# FACULTY WOMEN'S NETWORK

Coordinated by the Margaret Sloss Women's Center

## CREATING A CLUTTER-FREE LIFE

With our busy lives and so many projects competing for time and attention, it can be challenging to create balance in your life and protect your time. Being clutter-free by enhancing your organizational skills and time management, will clear the way for you to be your best and enjoy life more by reducing stress.

**Tuesday, November 10  
11:45 am -12:45 pm  
Campanile Room, MU  
Bring your lunch & a friend!**

Join Mary Sigmann, Certified Professional Organizer® for an interactive workshop on "Creating A Clutter-Free Life ©" and learn:

- The benefits and freedom you will gain from better balance and organization
- Strategies for creating balance and order within and around your personal and professional life
- Key ways to streamline work and simplify what's on your "to do" list



Mary Sigmann is a Certified Professional Organizer® and business coach who helps busy people get and stay organized. She provides custom solutions, including hands-on home and office organization, one-to-one coaching for educators, executives and staff, and workshops and seminars for businesses, organizations and corporate teams. Mary has been highlighted in media such as *Good Housekeeping Magazine*, *Woman's World Weekly*, the *Des Moines Register*, the *Des Moines Business Record*, the *Ames Tribune*, on KASI and Iowa Public Radio, and on KCCI and WHO TV. Mary is a graduate of Ohio State University and Coach University, and a member of the National Association of Professional Organizer's Golden Circle. Her full range of books and professional services can be viewed at [www.organizer-coach.com](http://www.organizer-coach.com).

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