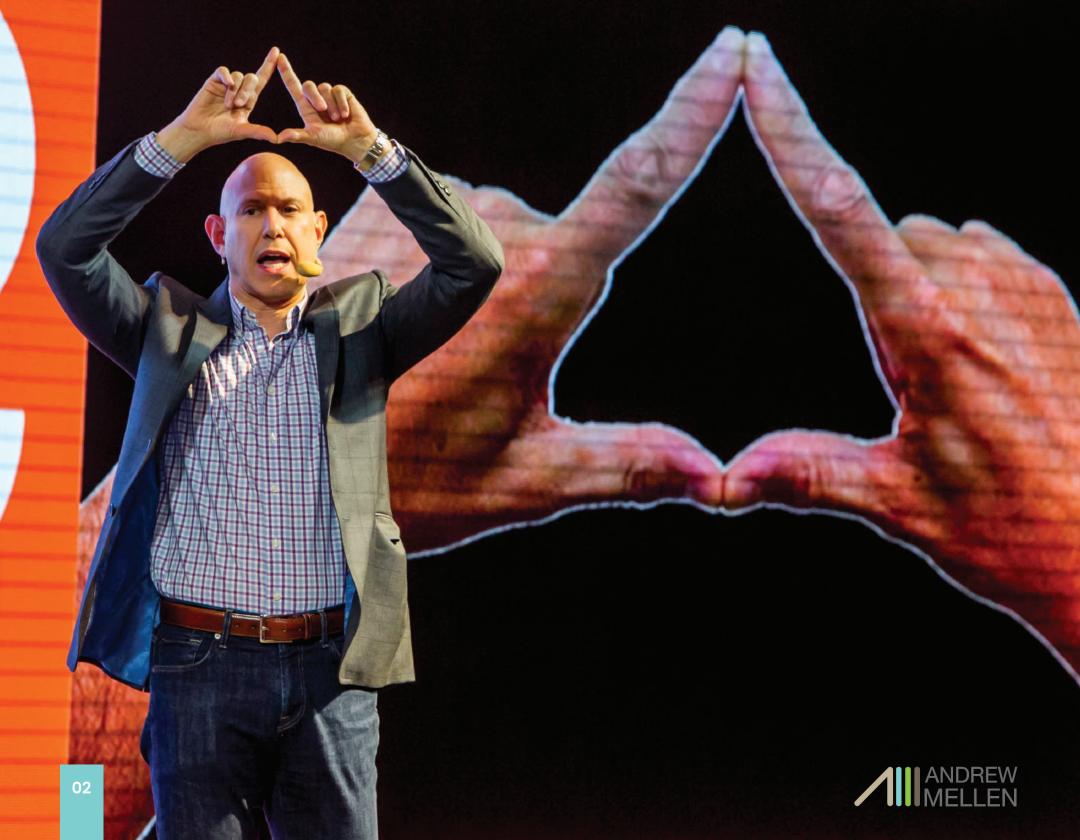
# ANDREW

## ANDREW MELLEN TRAINING

Get more time + freedom in as little as 60 minutes!



## **ANDREW MELLEN TRAINING**

Give me 2 hours once—I'll give you back I hour or more every day for the rest of your life!







Andrew Mellen is an internationally recognized speaker, productivity expert, trainer, author, and media personality. His programs focus on helping people break free from "story" and instead, focus on the "math" of good time management. Then participants can set themselves free from limiting beliefs undermining their productivity, organization, and happiness.

Andrew's approach is fun and funny, entertaining, interactive and direct. He has a knack for making complex concepts easily understood and relatable, and a gift for making even the driest topics compelling.

The media has dubbed Andrew "The Most Organized Man in America," and he speaks globally on simplifying, sustainability and productivity everywhere from Seattle Interactive, Omega Institute and BlogHer, to Dwell on Design, ICF's Converge and the Great British Business Show. He is the Wall Street Journal and Audible best-selling author of <u>Unstuff Your Life!</u> and <u>The Most Organized Man in</u> <u>America's Guide to Moving</u>, and contributes frequently to Fast Company, Forbes, Huff Post, Market Watch, Real Simple, and many others. He also has a monthly segment on WTMJ Milwaukee's <u>The Morning Blend</u>.

Before entering the learning and development field, Andrew was an award-winning actor, director, and producer with an extensive background in improvisational theater, including six months touring prisons in the U.S. with Geese Theater Company.

Andrew holds a degree in theater and psychology from Northern Michigan University. He is a professional member of NSA, a Golden Circle member of NAPO, and a professional member of SAG/AFTRA and AEA.





## **TOPIC TITLES**

## Wellness When Working From Home™

Systems, hacks and tricks for solving the WFH mashup fast—Learn how to get everyone back on track now AND quickly adapt to future challenges without losing your cool or your focus.

## **Calling BS on Busy**®

Busy is the new stupid. Don't let the 7*Deadly Time Thieves*<sup>™</sup> run your day or your life. Learn quick and effective ways to stop being busy and actually get more done.

## **Unstuff Your Life!**

Fun and fast-paced clutter and life advice to get you organized for good, based on Andrew's *Audible* and *Wall Street Journal* best-selling book.



## **TOPIC SUMMARY**

## Wellness When Working From Home™

While COVID may have accelerated a transition to WFH, the need to quicky respond to ANY crisis shows you how agile and flexible you really are. So how useful are Six Sigma, Lean, Kaizen, Scrums and other systems if they don't easily adapt to new circumstances?

YOU and your team are your greatest assets—and unquestioning adherence to external dogma may be your biggest liability.

Instead of grasping for another external life preserver, why not return to your core values and simplify HOW, WHEN and WHERE you work and WHAT you work on.

You'll dramatically increase productivity, reduce stress, rapidly resolve bottlenecks and breakdowns AND see your resilience grow exponentially.

#### **TAKEAWAYS INCLUDE**

- Understanding human responses to change so you can quickly exchange perfectionism or pessimism for consistent excellence.
- Using simple mindset tools to motivate yourself and others even on "low energy" or slow days.
- Breaking out of the molasses and mud of "waiting for things to return to normal" and getting back into action.
- Designing flexible systems and boundaries that elevate your team rather than constrict them.
- Co-creating in ways that empowers you and your workers while also remaining accountable for tangible outcomes.
- Leveraging the "now" to stay productive and profitable.



#### **TOPIC SUMMARY**

### **Calling BS on Busy**<sup>®</sup>

Forget multi-tasking and other gimmicks—there are no shortcuts to good time management. Without focused efforts,

the 7 Deadly Time Thieves<sup>®</sup> will continue to run your day, undermining your best efforts at getting thing done.

Address interruptions, overcommitting, poor planning, multitasking, email, meetings and procrastination, and see remarkable improvements fast.

By shifting your attention from the problem to the solution, you'll leverage your mindset to achieve exceptional results with less stress. With a few practical, sustainable tools and techniques, you will gain an hour or more every day for the rest of your life.

#### **TAKEAWAYS INCLUDE**

- Disrupting the narrative of busy along with the guilt, regret, avoidance and other stories that stack up around poor time management.
- Leveraging core values to make consistent high-impact decisions every day.
- How to finally break free from procrastination and manage workflow interruptions effectively.
- Why multi-tasking always fails and what to do instead.
- When to answer emails and how to unclog your inbox fast.
- How to run effective meetings and when to avoid them.



## CONVERCE9

EO Spea<mark>ker</mark> Rating: 9 YPO Speak<mark>e</mark>r Rating: 9.1



Agendas

#### **TOPIC SUMMARY**

#### **Unstuff Your Life!**

Andrew's signature presentation, based on his Wall Street Journal and Audible best-selling book, and adaptable for all audiences.

Fun and informative, fast-paced and humorous, you'll learn the fundamentals of getting AND staying organized

including Andrew's Organizational Triangle<sup>®</sup>.

This program is great for building morale and delivers a 360-degree impact.

Participants see immediate improvement at work and their home life in as few as 60 minutes.

#### **TAKEAWAYS INCLUDE**

- Where clutter comes from and how to get rid of it for good.
- How to tell the difference between trash, treasure, urgent & important.
- Easy mindset hacks to remain positive and engaged regardless of what you're feeling.
- Best practices for managing everything from papers & filing to emails and digital files.
- How to sort and organize clothes, closets, garages and photos.
- Winning strategies for dealing with sentimental objects, mementos, heirlooms and collectibles.



## What Clients Are Saying...

#### EO Speaker Rating: 9 YPO Speaker Rating: 9.1



#### FRIEDMAN, LP

Thank you for the great job you did at our annual tax retreat as our keynote speaker. This year's program was by far the most successful and critically acclaimed, in large part due to your presentation and workshops. I recommend Andrew to any organization seeking greater organization and in general, to improve the quality of life of its members!

#### Robert Charron

Partner-In-Charge, Tax Department

#### **DWELL ON DESIGN**

Andrew's SRO talk at Dwell on Design LA lasted long after his presentation finished—the crowd kept asking his advice until we had to clear the room!

He blew us away with his great, approachable organization tactics and shocking facts—and, best of all, it was delivered with his engaging personality and signature humor!

**Erika Heet** Editorial Director, Dwell on Design



#### INTEGRITY INSURANCE AGENCY

Andrew's coaching transformed our sales team. In April we broke an all-time sales record. Then in May, we broke that record by \$70,000. Nothing that I've ever attended has been nearly as useful or productive as the initial planning session. If somebody asked me if I should hire Andrew, I would say absolutely 100%. If you're the decision-maker, make that decision.

Casey Nelson Principal



#### PRICEWATERHOUSECOOPERS

Andrew had the most amazing impact on our PricewaterhouseCoopers team, giving them valuable, real-life time management tools.

He expertly guided them from 'busy' to 'effective' in just 60 minutes. Thank you, thank you, thank you!

Jenifer Madson CEO, Mindful Leaders Academy



#### YPO-OKLAHOMA CITY

Andrew's sessions with our CEOs and their executive assistants were enlightening and impactful. We all left with easy-to-implement tools to take back control of our work days and lives.

And we got the fastest cure for procrastination: "Eating the Frog." Excellent!

Rob McLaughlin Learning Chair

#### INDEPENDENT INSURANCE AGENTS + BROKERS OF AMERICA (IIABA)

Andrew's 360 experience empowered attendees to take control of their 'stuff' and their time! His relatable stories, real time-saving techniques and strategies for tackling the clutter-mental AND physical-brought home the importance of time management for our young leaders. I challenge anyone to see Andrew speak and NOT bring at least one new strategy home!

Susie Bonner AVP Marketing & Communications

