Jean L. Seawright, CMC Curriculum Vitae Published Materials*

Seawright & Associates 100 E. Ventris Avenue Maitland, Florida 32751 Telephone: (407) 645-2433 Fax: (407) 645-3923

E-mail: jseawright@seawright.com

Published Materials—Books/Systems

- Fred Whitford, E. Mark Hanna, Jean Seawright Pileggi, Kevin Pass, Paul Sommerville, and Nicole Mason, *The Complete Book of Pesticide Management*, "Chapter 12—The Employee Bulletin Board: Where Employers Communicate Policies, Procedures, and Practices to Employees," John Wiley & Sons, Inc., New York, 2002.
- Jean Seawright Pileggi, *The Employment Genie® Exclusive PMP Package*, Seawright & Associates, Winter Park, Florida, 2000.
- Jean Seawright Pileggi, *The Employment Genie®*, *Your Comprehensive Step-By-Step Employment System*, Seawright & Associates, Winter Park, Florida, 1999.

Published Materials—Booklets*

- Jean Seawright, *Guidelines for Employee Performance Evaluation and Review*, The Florida Turfgrass Association, Orlando, Florida, 1994.
- Jean Seawright, *How to Hire Good Employees*, The Florida Turfgrass Association, Orlando, Florida, 1994.
- Jean Seawright, *How to Write an Employee Handbook*, The Florida Turfgrass Association, Orlando, Florida, 1994.
- Jean Seawright, Sexual Harassment in the Workplace, The Florida Turfgrass Association, Orlando, Florida, 1994.
- Jean Seawright, *Turfgrass Managers Guide to Substance Abuse in the Workplace*, The Florida Turfgrass Association, Orlando, Florida, 1994.
- Jean Seawright, *Unemployment Compensation*, The Florida Turfgrass Association, Orlando, Florida, 1994.

Published Materials—Magazine Articles*

- "Retaining Employees in the Age of Options," Lawn & Garden Retailer, January 2020.
- "How to Avoid Holiday Party Headaches," Greenhouse Management, December 2018.
- "Avoid Holiday Party Headaches," Nursery Management, November 2018.

- "How to Avoid Holiday Party Headaches," Garden Center, November 2018.
- "Make the Right HR Decision: 4 Components to Consider When Making 'People' Decisions at Your Nursery," *Nursery Management*, September 2018.
- "Make the Right HR Decision: Consider These 4 Components When Making People-Based Decisions at Your Greenhouse," *Greenhouse Management*, September 2018.
- "Set the Right Tone: 10 Things Every Business Leader Must Know about Human Resources and Effective Management," *Greenhouse Management*, August 2018.
- "Set the Right Tone: 10 Things Every Leader Must Know About Human Resources and Managing Effectively," *Nursery Management*, August 2018.
- "Make the Right HR Decision: 4 Components to Consider When Making People-Based Decisions at Your Garden Center," *Garden Center*, August 2018.
- "What's My Job?: The Art and Science of Writing Effective Job Descriptions," *Garden Center*, May 2018, and *Greenhouse Management*, June 2018.
- "Set the Right Tone: 10 Things Every Business Leader Must Know About Human Resources and Effective Management," *Garden Center*, June 2018.
- "Improve Your Recruitment Efforts, Culture: 10 HR Trends Every Business Should Consider to Attract and Retain Employees This Year and Beyond," *Nursery Management*, June 2018.
- "What's My Job?: How to Write Detailed Job Descriptions That Clarify Duties for Candidates and Protect Your Business," *Nursery Management*, May 2018.
- "Recruiting Strategies That Work: How to Attract Talent in a Competitive Marketplace," *Garden Center*, February 2018, and *Nursery Management*, March 2018
- "Take Stock of Sexual Harassment Polices," *Nursery Management*, January 2018, and *Greenhouse Management*, February 2018.
- "Resolve to Improve Recruitment Efforts, Culture in 2018," *Greenhouse Management*, December 2017, and *Garden Center*, January 2018.
- "Take Stock of Sexual Harassment Policies," Garden Center, December 2017.
- "The Proliferation of Paid Leave," *Garden Center* and *Greenhouse Management*, October 2017 and *Nursery Management*, November 2017.
- "How to Establish a Consistent Company Culture," *Garden Center, Greenhouse Management*, and *Nursery Management*, August 2017.
- "13 Tips for I-9 Compliance," Garden Center, June 2017.
- "13 Tips for Better I-9 Compliance," Greenhouse Management and Nursery Management, June 2017.
- "New Administration, New Day for Businesses," *Garden Center, Greenhouse Management*, and *Nursery Management*, April 2017.
- "Weed at Work: New Marijuana Laws Raise Vexing Questions for Employers," *Garden Center*, *Greenhouse Management* and *Nursery Management*, February 2017.

Jean L. Seawright, CMC Curriculum Vitae, Published Materials Page 3 of 9

- "Rethink Employment Relationships," *Nursery Management, Garden Center,* and *Greenhouse Management*, December 2016.
- "Pump Up the Payroll," Nursery Management, October 2016.
- "Time to Boost Worker Salaries?" Garden Center and Greenhouse Management, October 2016.
- "Politics in the Workplace," Nursery Management, August 2016.
- "Prepare for More Pay," *Nursery Management*, *Garden Center*, and *Greenhouse Management*, July 2016.
- "Ten Steps to Hiring Success," LooseLeaf, June/July 2016.
- "Politics in the Workplace," Garden Center and Greenhouse Management, June 2016.
- "Create a Culture of Accountability," Nursery Management, May 2016.
- "Creating a Culture of Accountability," Greenhouse Management and Garden Center April 2016.
- "HR 2016: New Year, New Challenges," Greenhouse Management, February 2016.
- "Avoid Workforce Woes," Nursery Management, February 2016.
- "HR 2016: New Year, New Challenges," Garden Center, February 2016.
- "Reducing the High Cost of a Bad Hire," Lawn & Garden Retailer, January 2016.
- "The Fine Art of Firing," *GrowerTalks*, December 2015.
- "Minimizing the Risk in Terminations," *Produce Grower*, August 2015.
- "Minimum Wage Rates Impact Pay Practices and Plans," PLANET News, March/April 2015.
- "Ten Common Questions Employers Have About the Affordable Care Act," *PLANET News*, January/February 2015.
- "How Am I Doing, Boss? Communicating Performance to Employees," *PLANET News*, November/December 2014.
- "Termination Tips to Ease the Pain," PLANET News, September/October 2014.
- "Laying the Groundwork: You Are Who You Hire," PLANET News, July/August 2014.
- "Designing an Effective Bonus Program," PLANET News, May/June 2014.
- "The Value of Effective Job Descriptions," PLANET News, March/April 2014.
- "By the Book," *PLANET News*, January/February 2014.
- "Tackling Turnover," PLANET News, November/December 2013.
- "Ten Steps to a Successful Hire," PLANET News, September/October 2013.
- "Build Performance with a Better Review," PLANET News, July/August 2013.

Jean L. Seawright, CMC Curriculum Vitae, Published Materials Page 4 of 9

"Smart Hiring," PCT Pest Control Technology, December 2012.

"Value Employees, Keep Your Talent," Lawn & Landscape, March 2011.

"Hire for Attitude; Train for Skill," PestWorld, March/April 2011.

"Performance Improvement," PestWorld, March/April 2011.

"Lose the Languor, Keep the Talent," PCT Pest Control Technology, January 2011.

"Re-Engaging Burned Out Employees," PestWorld, November/December 2010.

"10 Steps to a Successful Hire," *PestWorld*, November/December 2010.

"Hiring Talent Begins with Recruiting Talent," The Professional Window Cleaner, Summer 2010.

"It's Vacation Time," PestWorld, June/July 2009.

"Attracting Women in Pest Management," PestWorld, November/December 2008.

"The Employee Compensation Puzzle," PestWorld, May/June 2008.

"Hire for Attitude, Train for Skill," GrowerTalks, May 2008.

"Hire for Attitude, Train for Skill," GreenProfit, March 2008.

"By the Book," PestWorld, November/December 2007.

"Hiring a Manager," *PestWorld*, August/September 2007.

"CEO: Take Stock," The Buzz, July 2007.

"It's Vacation Time," PestWorld, June/July 2007.

"Is That Your Final Answer? Interview Questions to Help You Hire the Perfect Candidate," *PestWorld*, March/April 2007.

"Background Checks: What You Don't Know CAN Hurt You," PestWorld, July/August 2006.

"Successful Reference Checks," Lawn & Landscape, December 2005.

"Dress for Success," Lawn & Landscape, November 2005.

"Fostering Employee Loyalty," Lawn & Landscape, October 2005.

"Organizational Change: Strategies Facing Layoffs," Today's Garden Center, October 2005.

"Tackling Turnover," Lawn & Landscape, September 2005.

"Severance Pay and Benefits," Lawn & Landscape, July 2005.

"The Value of a Positive Attitude," Lawn & Landscape, June 2005.

"Sexual Harassment; Same Problem, Greater Liability," Lawn & Landscape, May 2005.

"By the Book, Chapter 2," Lawn & Landscape, April 2005.

Jean L. Seawright, CMC Curriculum Vitae, Published Materials Page 5 of 9

"By the Book," Lawn & Landscape, March 2005.

"Resignation or Termination?" Lawn & Landscape, February 2005.

"Reviewing the New Overtime Laws," Lawn & Landscape, January 2005.

"Tips on Hiring Manager-Level Employees," Lawn & Landscape, December 2004.

"Build Performance with a Better Review," Today's Garden Center, November/December 2004.

"Communication 101," Lawn & Landscape, October 2004.

"Personnel Files: That's Confidential," Lawn & Landscape, September 2004.

"Called to Duty," The Independent, July/August 2004.

"By the Book," PCT Pest Control Technology, July 2004.

"Personnel Files: Friends or Foes?," Lawn & Landscape, July 2004.

"Executing Your HR Decisions," Lawn & Landscape, June 2004.

"Hire for Attitude, Train for Skill," Today's Garden Center, May/June 2004.

"Making the Right HR Decision," Lawn & Landscape, May 2004.

"Personality Profiles," Lawn & Landscape, April 2004.

"Ready To Reinstate," Lawn & Landscape, March 2004.

"Being Called to Duty," Lawn & Landscape, February 2004.

"What Exactly Is My Job?" Lawn & Landscape, January 2004.

"Legally Authorized Workers," Lawn & Landscape, December 2003.

"It's Holiday Party Time," PCT Pest Control Technology, December 2003.

"Smart Hiring Does Not Happen By Accident," Tree Care Industry, November 2003.

"Properly Paying for Training and Travel Time," PCT Pest Control Technology, November 2003.

"So, You Want to Be an Owner?" Lawn & Landscape, November 2003.

"CEO: Take Stock," PCT Pest Control Technology, October 2003.

"So, You Want to Be a Manager?" Lawn & Landscape, October 2003.

"Have Handbook, Will Read," PCT Pest Control Technology, September 2003.

"The Death of Business Ethics?—Part II," Lawn & Landscape, September 2003.

"Hiring a Manager?" PCT Pest Control Technology, August 2003.

"The Death of Business Ethics?—Part I," Lawn & Landscape, August 2003.

Jean L. Seawright, CMC Curriculum Vitae, Published Materials Page 6 of 9

- "Communication 101," PCT Pest Control Technology, June 2003.
- "Managing the Trust Meltdown," Lawn & Landscape, June 2003.
- "Is That Your Final Answer?" Lawn & Landscape, May 2003.
- "Pain-Free Pay; Five Commonly Misunderstood Requirements," *Garden Center Merchandising & Management*, May 2003.
- "Personnel Files: Friends or Foes?" PCT Pest Control Technology, May 2003.
- "It's Vacation Time for Your Company," Lawn & Landscape, April 2003.
- "Making the Right HR Decision," PCT Pest Control Technology, April 2003.
- "Forming Your Culture," Lawn & Landscape, March 2003.
- "Making the Most of Personality Profiles," PCT Pest Control Technology, March 2003.
- "Implications of Being Called to Duty," PCT Pest Control Technology, February 2003.
- "Organizational Change Strategies, Part Two," Lawn & Landscape, February 2003.
- "Organizational Change Strategies, Part One," Lawn & Landscape, January 2003.
- "So What Exactly is My Job?" PCT Pest Control Technology, January 2003.
- "So You Want to be an Owner?" PCT Pest Control Technology, December 2002.
- "Human Resources for the 'New War,' " Lawn & Landscape, November 2002.
- "So You Want to be a Manager?" PCT Pest Control Technology, November 2002.
- "A PCO's Guide to Pain-Free Pay," PCT Pest Control Technology, October 2002.
- "Interviewing Words for the Wise," Lawn & Landscape, October 2002.
- "Faced With Difficult Decisions? Develop an Effective Game Plan for Managing Organizational Change," *Members Only*, National Pest Management Association, September 2002.
- "Opinions Count," PCT Pest Control Technology, September 2002.
- "Trusted Advisors: An Essential for Leaders," Lawn & Landscape, September 2002.
- "Designing an Effective Bonus Program," California Nurserymen, Autumn 2002.
- "Preventing Workplace Violence," Lawn & Landscape, August 2002.
- "The Death of Business Ethics?" PCT Pest Control Technology, August 2002.
- "Workplace: Facts of Business Life," Lawn & Landscape, July 2002.
- "Managing the Trust Meltdown," PCT Pest Control Technology, June 2002.
- "The Bermuda Triangle of Employment," Lawn & Landscape, June 2002.

Jean L. Seawright, CMC Curriculum Vitae, Published Materials Page 7 of 9

- "Build Performance with a Better Review," California Nurserymen, Summer 2002.
- "15 Ways to Motivate Employees," Tree Care Industry, May 2002.
- "Hire for Attitude, Train for Aptitude," Lawn & Landscape, May 2002.
- "Is That Your Final Answer?" PCT Pest Control Technology, May 2002.
- "Five Regulations You Can't Ignore," Lawn & Landscape, April 2002.
- "It's Vacation Time for Your Company," PCT Pest Control Technology, April 2002.
- "Does Culture Matter?" PCT Pest Control Technology, March 2002.
- "Interviewing Words for the Wise," *Members Only*, National Pest Management Association, March 2002.
- "Managing Unemployment Costs," Lawn & Landscape, March 2002.
- "Smart Hiring Does Not Happen by Accident," California Nurserymen, Spring 2002.
- "Effective Bonus Programs," Lawn & Landscape, February 2002.
- "Organizational Change Strategies—Part II," PCT Pest Control Technology, February 2002.
- "Organizational Change Strategies—Part I," PCT Pest Control Technology, January 2002.
- "Managing Unemployment Costs," National Arborist Association Tree Care Manager, December 2001.
- "Understanding and Coaching Y2K Employees," Roofing Contractor, December 2001.
- "Wanted: Legally Authorized Workers," PCT Pest Control Technology, December 2001.
- "Employment of the New War," California Nurserymen, Winter 2001.
- "Employment Issues of the 'New War,' " PCT Pest Control Technology, November 2001.
- "Interviewing Words for the Wise," PCT Pest Control Technology, October 2001.
- "Trusted Advisors," PCT Pest Control Technology, September 2001.
- "Preventing Workplace Violence," PCT Pest Control Technology, August 2001.
- "Generation X'ers Help Us Prepare for the Y's," Roofing Contractor, July 2001.
- "Terminations: A Fact of Business Life," PCT Pest Control Technology, July 2001.
- "The ADA/WC/FMLA Connection (The Bermuda Triangle of Employment)," *PCT Pest Control Technology*, June 2001.
- "Hire for Attitude, Train for Skill," PCT Pest Control Technology, May 2001.
- "Smart Hiring Does Not Happen by Accident," Roofing Contractor, May 2001.
- "Designing an Effective Bonus Program," *Members Only*, National Pest Management Association, April 2001.

Jean L. Seawright, CMC Curriculum Vitae, Published Materials Page 8 of 9

- "Managing Unemployment Costs," PCT Pest Control Technology, April 2001.
- "Five Regulations You Can't Ignore," PCT Pest Control Technology, March 2001.
- "Generation X'ers Help Us Prepare for the Y's," *Members Only*, National Pest Management Association, March 2001.
- "Designing an Effective Bonus Program," PCT Pest Control Technology, February 2001.
- "Employment of the Future: Are You Ready?" *Members Only*, National Pest Management Association, January 2001.
- "Hiring Talent Begins with Recruiting Talent," PCT Pest Control Technology, January 2001.
- "Build Performance With a Better Review," PCT Pest Control Technology, December 2000.
- "The Truth Behind 'Employment at Will,' " PCT Pest Control Technology, November 2000.
- "Understanding Sexual Harassment Liabilities, PCT Pest Control Technology, October 2000.
- "Interviewing Talent—Why You Can't Wing It," PCT Pest Control Technology, September 2000.
- "Coaching the Y2K Employee," PCT Pest Control Technology, August 2000.
- "Employment of the Future—Are You Ready?" PCT Pest Control Technology, July 2000.
- "Relax—You Can Get a Reference!" PCT Pest Control Technology, June 2000.
- "Retaining Employees in the Age of Disloyalty," PCT Pest Control Technology, May 2000.
- "Generation X'ers Help Us Prepare for the Y's," PCT Pest Control Technology, April 2000.
- "Merger Mania," PCT Pest Control Technology, March 2000.
- "Top Five Wage and Hour Liabilities," PCT Pest Control Technology, February 2000.
- "Smart Hiring Does Not Happen by Accident," PCT Pest Control Technology, January 2000.
- "Smart Hiring Does Not Happen by Accident," *Chamber Insider*, A Publication of the Winter Park, Florida, Chamber of Commerce, November 1999.
- "Sexual Harassment Claims: A Three-Step Protection Plan," *The Independent*, Vol. 1, No. 1, January-February 1999.
- "Help Wanted," PCT Pest Control Technology, January 1997.
- "Smart Hiring; Successful Strategies for Raising the Bar," *International Cemetery & Funeral Management*, January 1997.
- "Wage and Hour," PCT Pest Control Technology, February 1996.
- "12 Easy Steps to 'Demotivate' Employees, Decrease Productivity and Lose Revenues," *Florida Turf Digest*, January/February 1994.
- "Are You Paying Your Employees Properly?" Florida Turf Digest, September 1991.

Jean L. Seawright, CMC Curriculum Vitae, Published Materials Page 9 of 9

"Employee Pay: Know the Facts," The Florida Chamber, Fall 1991.

Updated February 8, 2022

^{*}Lists are not all-inclusive; they include in-person seminars, presentations, and trainings only. In addition, numerous materials/presentations that were developed and/or delivered prior to 1996 are maintained by a previous employer.