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2011 RBEA Executive Board Members
L to R: Roy Williams, Laura DeJesus, Lena Davie, Eldrie Anderson, Lauren Haskin, Ronald Sampson, Ronald Dews. Missing from picture: Lisa Johnson.

President's Message

Greetings,

As the year comes to a close, many of us look back on the past year to reflect on our accomplishments and challenges. And as the New Year approaches, we set goals, aspirations and hope for great things, ranging from making it one more day to world peace. It is our unique faiths that move us to aspire to greater goals. Organizations, such as RBEA, are like people in that regard. Belief in our mission and faith in our vision cause us to look back and set greater goals.

In this newsletter, we look back on our efforts and accomplishments over the past year. Our hope is that we've presented events that help fulfill the mission of RBEA. Our 2011 goals are focused towards this mission as well; enabling vehicles that foster education, skill enhancement, social and professional networking. And of equal importance, we have goals to support positive interactions and causes within our communities. It is your support and feedback that empower and inspire us to continue this work on your behalf.

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2011 RBEA Calendar of Events "Optimize Your Potential"

As 2010 draws to a close, RBEA is excited about the prospect of the New Year. RBEA has declared 2011 as a year to 'optimize your potential'; a year of personal growth and development.

Stay tuned to as we offer events for you and your family in 2011. We will also begin a quarterly newsletter offering career and professional development tips including open job postings. Don't miss these and other upcoming events sponsored by RBEA. We look forward to seeing you there!

Professional Development: Lunch & Learn, Workshops & RBEA Mentoring Program

Networking Opportunities: New Hire Happy Hour, Cross Caucus Coffee Talks, Career/Organizational Fair

Social Events: MLK Luncheon, CARI 40th Year Anniversary Celebration, Annual Cross Caucus Holiday Gala

Community Service Opportunities: JA Day of Caring, RBEA School Supply Drive, RBEA Holiday Toy Drive

Your Career: Performance

Each employee owns his/her career path. By documenting your life, goals and dreams, you can create a roadmap to achieving them. RBEA wants to help by providing tips and tools quarterly to help you manage your career and navigate the Xerox culture.

Our first focus is Performance. Every year, managers cascade organizational objectives to all employees to align individual roles to the company's strategic and operational goals for the year. This is formally called the Performance Excellence Process (PEP), and is not an annual event, but a summary of ongoing conversations between you and your manager throughout the year. Regular check-in meetings with your manager will help you plan, check your performance against the plan and assess ongoing performance.

Once a quarter, take at least 30 minutes to assess and determine your current performance. Review your PEP to identify and document objectives accomplished and improvement opportunities that would most impact your current role. Review your assessment with your manager and obtain feedback. Use the feedback to improve performance for the next quarter and begin the performance excellence process cycle again for the next quarter.

Remember, you are the owner of your career - taking the time to own your career is investing in your future.

Learning@Xerox provides free access to books, courses and reference documents for Xerox employees. Log in to <http://www.learning.xerox.com> (using your S3), and search the toolkit using keywords of performance improvement, goals, objectives, performance, assessment to identify some tools.

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RBEA Mentoring Pilot

The RBEA Mentoring Program Pilot was initiated 3Q 2010 in conjunction with TWA. Many thanks to Patricia Hill, TWA Mentoring Director, for all of her support!

How does it work? Through the MentorScout online tool, individuals create a profile. The tool enables: 1) mentees to describe mentoring objectives, 2) mentors to describe their areas of expertise, 3) comprehensive search capability to identify matches, and 4) notification and tracking capability.

When pilot results be available? It takes a few months to establish a mentoring relationship and cadence. We expect to provide initial feedback by the end of 1Q 2011 and final results at the end of 2Q 2011.

Who can participate? There are currently 14 people in the RBEA pilot, men and women, across multiple organizations, and many levels of experience. TWA initiated the program, but ACT, BWLC, and now RBEA are active participants.

How much does it cost? MentorScout is an externally hosted system that charges \$35 per individual. If you are not a member of TWA, there is a \$35 fee.

Do I have to wait to join the Mentoring Program? No. Contact laura.dejesus@xerox.com or patricia.hill@xerox.com

2011 CARI Celebration

Forty years ago a group of black employees founded Concerned Area Residents, Inc. (CARI) in response to an HR study regarding black employee engagement and satisfaction. This study formed one of the first corporate caucus groups in the United States as a means to provide open dialog between management and employees. As a result of CARI's efforts, Xerox has experienced greater diversity in the workplace and in the ranks of upper management.

RBEA is proud to continue the efforts of CARI and wants to publicly recognize the founding members and the generations who have followed in its footsteps. To make this happen, we are soliciting volunteers to assist in the coordination of a reunion of past and future generations.

We will take this time to recognize leaders of Xerox and the surrounding community with awards based on CARI's founding principles - professional development, mentoring and community service. This recognition opportunity will replace our Management Excellence Award this year, typically presented at our annual MLK Luncheon, as we honor both managers and individual contributors who are leaving their footprints in the workplace and community.

If you or you know someone who would be interested in helping us coordinate these efforts, please contact ronald.sampson@xerox.com.

RBEA Year In Review

The close of the fourth quarter brings a review of our efforts for the year and an evaluation of our performance against our goals. It permits us to evaluate our planning and execution as well as our utilization of resources. With all these things in mind, we begin our RBEA Year in Review.

RBEA is built upon a foundation of three critical planks:

- Professional development
- Mentoring
- Community Service

In this review, we will cover Communications, Community Service and Professional Development. Please refer to RBEA Mentoring Pilot for our 2010 mentoring program.

Communications

As a board, we had a desire to make a connection with the RBEA community. We maintained our quarterly schedule, but this year we made road trips to all Monroe County work locations. We also varied the time of the meetings from lunch time to immediately following work to increase participation. During the General Body Meetings Live Meeting, Web-Cam and call-in capabilities were offered to allow members every available option to attend.

Professional Development

This year the board undertook an Organizational Fair. This event provided caucus group members the opportunities to learn more about Xerox Organizations as well as speak with senior managers about potential job openings. In preparation for the Fair, the Board distributed tips and tools to making a positive first impression to participants. The event was a success as expressed by participants and presenters and our intent is to make this an annual RBEA event.



Community Service

Martin Luther King Jr. Luncheon-

The MLK Luncheon has been the hallmark event for RBEA. It is an opportunity for Xerox employees and the Rochester community to fellowship together in recognition of Martin Luther King, Jr. and his legacy that we are left to fulfill. This year we were privileged to have Rev. Rickey Harvey Sr., Pastor of the Mt. Olivet Baptist Church as our keynote speaker. The Management Excellence Award was presented to Victor Paisley for his years of exemplary management service.



JA for A Day-

RBEA continued its participation in JA for A Day at School #23 this year. JA for A Day is an opportunity to partner with our local Junior Achievement. Volunteers teach children the basics of economics by using games and stories to explain how a business should operate, while letting them know that they too can own a business.

School Supplies Drive-

This is our third year in providing school supplies to the students of #4 School. While the state has instituted a \$250 payment to families in economic difficulty with school age children, that \$250 payment is just not enough when considering the educational expenses of elementary school children for the academic year. RBEA members have continued to demonstrate their compassion and understanding, by donating school supplies. RBEA has long recognized the importance of education in the lives of children as the foundation for future success. We thank you for your continued commitment and participation.

Toy Drive-

By now you should have seen the posters on your public community board in your building. RBEA CARES has adopted Wilson Commencement Park as one of our holiday season good will recipients. An unwrapped toy or gift was requested to be presented to children of Wilson Commencement Park. For those of you who are unfamiliar with this organization. Wilson Commencement Park is an organization that provides a second chance at life for families that have been ravaged by poverty, violence, and or substance abuse. It provides a community, housing, counseling and training for families. To support this effort we have requested donations for clothing, toys and gifts to make a child's Christmas special and hopeful, and to bring them new meaning to the word faith -*the substance of things hoped for, the evidence of things not seen.*

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United Way Day of Caring-

Camp Stella Maris was the recipient of RBEA volunteer support during the Annual United Way Day of Caring. RBEA volunteers built canoe racks and help with carpentry repairs to the cabins.



The work completed and the feeling of satisfaction achieved, gives credence to the saying that no man stands taller than when he stops to aide his fellow man. The essence of community service is for each of us to take a moment and consider the needs of others and meet that need.

Operation Food Basket-

Finally in conjunction with Xerox Corporation efforts, we invite you to come and lend a hand with operation Food Basket. You can volunteer as a driver and deliver food baskets to those in need in the Monroe county area, or you can volunteer to pack the boxes. Come and give of your time to be a blessing to someone less fortunate than yourself.

If you are interested in volunteering to make these events possible for 2011, please contact ronald.sampson@xerox.com.

Your Career: Performance

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Additional links include:

[You & Xerox: Career Development](#)

[SMART Goals](#)

[Performance Excellence Process PEP](#)

[Personal Development Plan \(PDP\)](#)

[2010 Customer / Peer Feedback Form](#)

NBEA Conference

Not familiar with what goes on at this conference? Weren't able to attend this year? Well, the 2010 NBEA conference was the event to experience, and if you missed it this year, you should plan to attend the next one in 2012! From the informative panel speakers and exceptional workshops to the magnificent food, networking opportunities, and community related events, this was a conference beyond AMAZING!

Check out these three short video clips of some local conference participants - Eldrie Anderson, Lauren Haskin & Jacqueline Wiggins.

<http://www.youtube.com/watch?v=V29EfSow90A>

<http://www.youtube.com/watch?v=iGzCIOUeHvY>

<http://www.youtube.com/watch?v=NwGugbhNbZo>

President's Message

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I'd like to extend my appreciation to you who have attended our functions, and offer my thanks and gratitude to the members and volunteers of the various committees for their time and efforts that make these events possible.

During this season of giving, receiving and renewal, my hope is that you find or give hope, are blessed in both your giving and receiving, and that the New Year marks a new beginning for all of us.

Best regards and Happy Holidays,
Roy A. Williams
President, RBEA

Rochester Black Employee Association

RBEA's Value Proposition:

- Strength Through Our Own Resources
- Employee Advocacy
- Networking
- Community
- Communication

If you have any questions, comments or story suggestions, please contact:
USA RBEA Exec Board.