



Reduce the Chaos

Need a guest speaker for your next event or meeting?



Susan Mayfield

Professional Organizer and Speaker

Phone: 916-534-2048

PO Box 2119, Carmichael, CA 95609-2119

Email: reducethechaos@gmail.com

Website: www.reducethechaos.com

Speaker Bio: Susan is a dynamic speaker who has been speaking to audiences for many years. Her passion is to help others to get organized, to decrease the chaos and stress in their lives. Her compassion and empathy for clients comes from her own personal experiences as an office manager, a mother of two, and survivor of numerous moves. Susan believes that being well organized is a matter of survival in today's fast-paced world, and we all want to have less stress. Her simple, practical and humorous approach to solving the problem of "What do I do with all this stuff?!" is both informative and entertaining. Susan is an active member of the National Association of Professional Organizers, NAPO Sacramento Chapter, Toastmasters, E-women Network, and other community organizations.

Speaker and Workshop Topics:

- Organizing Basics or Organizing - Easy as 1*2*3
 - Reasons for Getting Organized, Causes & Types of Clutter, Organizing Basics, Tools , De-Junking Your Spaces, A Place for Everything, Clutter Prevention
- Time Management (includes Calendars & Tasks)
 - Time Management Obstacles, Techniques, Life Values, Tools, Tracking Appointments and Tasks, Cure for Being Late
- Moving/Downsizing and Making Room for More FUN!
 - Planning, Determining What to Keep, Moving Tips
- Small Space and RV Living
 - Planning, Practical Solutions, Storage and Fun with Containers
- Photo & Memorabilia Preservation or "What to do with Grandma's Stuff?"
 - How to Organize, Handle, Preserve and Store Photos & Memorabilia

Speaker Categories: Organizing, Time Management, Moving/Downsizing, Small Space and RV Living, Photo and Memorabilia Preservation

Locations: Sacramento, Bay Area, Northern California, and other locations upon request.

Fees: Contact Susan Mayfield by phone or email for current fees.

Testimonials: Please see website www.reducethechaos.com
