



NJAPPA Spring General Membership Meeting

June 18, 2026, 8:00 AM – 1:30 PM

New Jersey Institute of Technology

Central King Building, Agile Strategy Lab (First Floor)

(Enter the building on Dr. MLK, Jr. Blvd. at the corner of New Street, opposite Fenster Hall.)

[100 Summit Street, Newark NJ 07102](#)

Newark, NJ 07102

Parking: [NJIT Summit Street Parking Garage, 154 Summit Street, Newark, NJ](#)

Event Cost: Edu Members - \$20, Business Partners - \$40, Non-Members - \$60

Registration: Advanced registration is mandatory. On-site registration will not be accepted.

MEETING AGENDA:

08:00 AM – 9:00 AM: [Registration, Continental Breakfast, and Networking](#)

09:00 AM - 9:15 AM: [Welcome Remarks and Board Introductions:](#)

- Andrew Christ, PE, NJIT, *Senior Vice President of University Operations*
- Josh Johnson, Bucks County Community College, *NJAPPA President*

09:15 AM – 10:30 AM: [Session – Part 1:](#)

[“Leading Beyond Yourself: From Individual Contributor to Team Leader.”](#)
[Presented by Suzanne Healy, Franklin Covey](#)

Many facilities professionals are promoted into leadership roles because they are strong individual contributors—reliable, technically skilled, and great at getting things done. But leading a team requires a different mindset and a new set of capabilities. The shift from “doing the work” to “leading the people who do the work” can be challenging, especially in fast-paced facilities environments where demands are constant and resources are limited.

Join us for this impactful session that introduces key concepts from *Leading Beyond Yourself* and explores what it takes to successfully transition from individual contributor to team leader in facilities management. Participants will examine the habits and assumptions that may have made them successful in their previous roles but could limit their effectiveness as leaders. Using facilities-specific examples such as managing work order backlogs, coordinating vendors, leading frontline staff, and communicating with stakeholders, the session will help attendees reframe their role from “heroic doer” to “multiplier of others.”

Through interactive discussion, short case scenarios, and reflection, participants will gain a clear picture of what “leading beyond yourself” looks like day-to-day and identify practical steps to grow their leadership impact—regardless of their current title or team size.



Learning Outcomes:

At the end of this session, participants will be able to:

1. **Describe the key differences between an individual contributor and a team leader** in a facilities context, including mindset, responsibilities, and measures of success.
2. **Identify at least three common traps new leaders fall into** (such as over-reliance on technical expertise or micromanaging) and strategies to avoid or overcome them.
3. **Apply a simple framework for “leading beyond yourself”** to real facilities scenarios—focusing on developing others, delegating effectively, and building trust and accountability on the team.
4. **Create a brief personal leadership growth plan** that outlines specific behaviors they will start, stop, or continue to strengthen their transition from doer to leader over the next 60–90 days.

10:30 AM – 10:45 AM: Break/Networking

10:45 AM – 12:00 PM: Session – Part 2:

“The 5 Choices of Extraordinary Productivity: Practical Strategies for Facilities Professionals.”
Presented by Suzanne Healy, Franklin Covey

Facilities professionals at the entry to mid-management level are pulled in multiple directions every day—urgent work orders, compliance demands, staffing issues, and stakeholder expectations. In this high-pressure environment, it’s easy to feel constantly busy yet unsure if the most important work is really getting done.

Join us for an engaging session of *The 5 Choices to Extraordinary Productivity*. Participants will explore how to move from “busy and reactive” to “focused and proactive” by applying simple, research-based habits to their daily work. Using real-world facilities scenarios—such as preventive maintenance planning, capital project coordination, space management, and vendor oversight—attendees will learn how to clarify priorities, manage their time and energy, and improve follow-through with their teams. Through brief presentations, small-group discussion, and application exercises, participants will leave with concrete tools they can immediately use to better align their daily activities with what matters most for their facilities, their organizations, and their careers.

Learning Outcomes

At the end of this session, participants will be able to:

1. **Explain the core principles of the 5 Choices to Extraordinary Productivity** and describe how they apply to the day-to-day realities of facilities management.
2. **Differentiate between “urgent” and “important” work** in a facilities environment and use a simple framework to prioritize tasks, projects, and requests.
3. **Apply at least two practical planning and time-management techniques** (e.g., weekly planning, daily “big rocks,” and disciplined scheduling) to improve focus and execution on key facilities priorities.
4. **Identify one or two personal productivity habits to change or strengthen** and create a brief action plan for implementing The 5 Choices in their current role over the next 30 days.



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12:00 PM – 01:30 PM: Luncheon

- NJAPPA Board Elections and installment of officers
- Networking activities
- 2026 Board Photo

01:30 PM: Meeting Adjourned

01:30 PM – 02:30 PM: NJAPPA Board Meeting (closed session)