

Helene Segura

Time Management Fixer | Author | Speaker at LivingOrder San Antonio

San Antonio, TX, US

Are you ready to regain control of your day? Do you want to work smarter, not longer? Discover how to tell your time what to do!

Biography

Productivity expert and author Helene Segura helps busy professionals get control of their hectic working spaces and schedules by revealing simple strategies and tactics that prevent interruptions, distractions and email overload - and gain back time. Improve productivity. Decrease stress. Increase profit. Helene has been a featured organizational expert in publications such as Woman's Day Magazine, as well as on Fox, CBS, and NBC affiliates. Helene is the author of "The Inefficiency Assassin: Time Management Tactics for Working Smarter, Not Longer" as well as "ROAD MAP to Get Organized: Discover Your Thinking, Learning & Working Styles to Get Your Life Back on Track." Born and raised in Los Angeles, a former soccer player for Texas A&M, and an avid traveler, her wide variety of life experiences and exposure to cultures around the world allow her to offer unique insight and assistance to her clients. Helene earned her Bachelors degree at Texas A&M University and her Masters degree at the University of Texas at San Antonio.

Availability

Keynote, Panelist, Workshop, Author Appearance, Corporate Training

Industry Expertise

Corporate Training, Professional Training and Coaching, Education/Learning

Areas of Expertise

Organizing and Project Management Skills, Productivity

Affiliations

National Association for Female Executives, National Association of Professional Organizers, Board of Certification for Professional Organizers, National Speakers Association

Sample Talks

Conquer Chaos: How Should You Really Use Your Time?

Do you feel frazzled everyday from running in circles? Bring peace to your day by learning how to develop a weekly schedule that effectively maximizes your time. Learn simple shortcuts that will save you hours each week. Warning: This workshop is not for the faint-hearted; introspection and contemplation are required.

Event Appearances

What's the big deal about getting organized? 5 Reasons to Change Your Life
San Antonio Home & Garden Show - Celebrity Stage

Organizing 101: Secrets of the Pros
Corpus Christi Home & Garden Show - Celebrity Stage

Organizing 101: How to be productive at home and school
Staff Development: Reading Specialists

Conquer Chaos: How to Have Less Stress During the Workday
Continuing Education Series

Email Management: How to Slay the Electronic Dragon
Employee Development

The T.E.A.C.H. Approach: Less Stress during the School Day
Teacher Retreat

See a list of past talks and workshop options here:
Past talks and training options

Education

Texas A&M University
Bachelor of Science Political Science

University of Texas at San Antonio
Master of Arts Educational Leadership

Board of Certification for Professional Organizers
Certified Professional Organizer Organizing & Productivity

Accomplishments

Author - The Great Escape: A Vacation Planner for Busy Professionals Who Need to Take a Real Break from Work & Life

ESCAPE FROM WORK: ? without feeling frazzled when you arrive at your destination ? without feeling tethered to devices while you're gone ? without feeling drained when you return home
Whether you're leaving town for one day, one week, one month, or one year, experience the feeling of true relaxation, and be able to return to work without dread.

Author - The Inefficiency Assassin: Time Management Tactics for Working Smarter, Not Longer
Discover how to: *Create productive calendars, yet morph time when you need to put out fires (or chase the opportunity of lifetime) *Slay lost time and beat back overwhelm from procrastination, interruptions and distractions *Implement productivity hacks so you can excel professionally and have a life outside of work

Author - ROAD MAP to Get Organized: Discover Your Thinking, Learning & Working Styles to Get Your Life Back on Track

Organized folks make life look easy. What's inside this book is their secret! Learn how to: *Embrace the concept of change *Determine the source of your challenges *Discover your thinking, learning and working styles *Plan your next steps *Be successful with getting and staying organized!

Author - Less Stress for Teachers: More Time & An Organized Classroom

Teachers are bombarded with hundreds of tasks and decision-making situations per day but they are often not given the tools to cope with all of that. This book addresses the thinking behind how to overcome "the overwhelm" that teachers feel on a daily basis. Former award-winning teacher turned organizing expert Helene Segura guides educators to a more efficient mindset, which will allow them to make better use of time-saving tools.

Named to international board

Named to international Board of Certification for Professional Organizers: 2010, Director of Communications

Founding board member

Founding Director of Communications, NAPO San Antonio: 2008

Trinity Prize for Excellence in Teaching Nominee

Harlandale High School Teacher of the Year/Trinity Prize for Excellence in Teaching Nominee: 2003-2004

Who's Who Among America's Teachers

2003-2004

First CPO in South Texas

In order to be eligible to take the certification exam from the Board of Certification for Professional Organizers (BCPO), an individual must acquire within three consecutive years 1500 hours of paid client work, during which there must have been a transfer of skills (i.e., teaching, and not just shuffling papers or buying baskets). Certification shows that the individual has experience and knowledge. To find a CPO® in your area, visit <http://bit.ly/FindCPO>

Testimonials

Suzette Keller

What a pleasure it was to have you as our WCR speaker!! I was not the only person exclaiming that you were one of the best speakers we've ever had!! You were not only helpful, but a true delight. Thanks so much again!

Christina Hollis

Your tips are so simple, but important. I like the personal touch ? including responses from our surveys. I liked the way you walked around the room. Great workshop! Our teachers love it!

Name Withheld

I've been a teacher for 12 years, and this is the first time I actually ?listened? at a workshop and learned some good information and ideas.

Candace E. Anderson

We certainly enjoyed the session, Helene. Reading specialists continue to tell me how much they learned from it, and what projects they've accomplished.

Maria Flores

I appreciate the guidance you provided. Time management is a journey for me. Any prep or tips add to that journey. Thank you for keeping to specific needs of our school.

Denise Chavira

I never realized how distracted I could be until I implemented some of your tips. I became focused and got so much more done! I like how you explained why things go wrong, then gave us the tools to solve our problems. Great workshop!

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