

THE POPE

I N S T I T U T E

FOR POLISH, POISE, AND ETIQUETTE

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Kimberly Pope

FOUNDER

Kimberly Pope is a Protocol and Executive Etiquette professional, certified through The Emily Post Institute and the Protocol Partners-Washington Center for Protocol. She has worked with several organizations facilitating “soft skills” training and provides individual consultations and workshops by request.

Ms. Pope is very active in community engagement through her work with several organizations. As a member of the Virginia Leadership Institute’s Prince William Team, she assists with program development and community outreach, and provides technical consulting as needed. She has been a member of Zeta Phi Beta Sorority, Inc. for 18 years, and serves as the National Co-Director of Protocol. She is also a member of the NAACP, an alumna of the Minority Political Leadership Institute, member of the Prince William Chamber of Commerce, and a board member for the Prince William Minority Business Network.

Ms. Pope is passionate about developing the next generation of leaders in her community and being an advocate for women and children. Her passion for leadership development, and love for all things refined, led to the establishment of The Pope Institute for Polish, Poise, & Etiquette, LLC.

THE FACTS



The Pope Institute provides a range of “soft skills” services for your protocol and etiquette needs. Our brand is simple - it is all about POLISH, POISE, & ETIQUETTE.

We tailor our programs for each client, based on requirements, expectation, and audience. We offer consultations and training workshops for individuals, small groups, and conferences. Typical programs (just to name a few):

- Manners for Children
- Dining Etiquette for Teens
- Business Etiquette for Professionals
- Civility in the Workplace
- Communications (Appearance, Actions, & Words)
- Protocol (Forms of Address, Order of Precedence)



“I will hold myself to a standard of grace, not perfection.”

Emily Ley

TRAINED BY

THE *Emily Post* Institute

PRESS RELEASE



New Company Brings Etiquette and Civility Programming to Prince William and Surrounding Areas

Woodbridge, Va. - In November, 2014, The Pope Institute for Polish, Poise, and Etiquette, LLC hit the ground running to provide etiquette as a service in Prince William County and the surrounding areas. Program offerings include Business Etiquette, Dining Etiquette, and Effective Communications – all the components to build successful relationships.

Kimberly Pope, founder of The Pope Institute, is a Protocol and Executive Etiquette professional, certified through The Emily Post Institute and the Washington Center for Protocol. She has worked with several organizations, most recently teaching a Master Class on Business Etiquette at the Duke Ellington School of the Arts. Her most popular service offering is the two hour session on the "Finer Points of Dining" complete with a four-course meal.

Pope's passion for leadership development (particularly for youth) led her to this industry, but her travels around the world reinforced the idea that there is still a great need for more civility and etiquette today. "Emily Post said it best," Pope said. "'Whenever two people come together and their behavior affects one another, you have etiquette.' Whether it's strengthening our relationships with others or choosing to be a better person, everyone can benefit from understanding etiquette. I started The Pope Institute to be of service to others and cultivate a positive influence. It's all about servant leadership."

To learn more about The Pope Institute, visit www.thepopeinstitute.com, email info@thepopeinstitute.com, or call 703-680-6829.

About The Pope Institute: The Pope Institute for Polish, Poise, & Etiquette, LLC provides a range of ("soft skills") services for your etiquette needs. We tailor our services for each client, based on requirement, expectation, and audience. We offer individual consultations, small group workshops, and large-scale seminars. Our headquarters is in Northern Virginia, but we service the D.C., Maryland, and Virginia area.

TESTIMONIALS



"Your presentation was fantastic! Our mothers are walking away with tangible ways to be engaged. I hope we can have you back."

~Northern VA Chapter, Jack and Jill of America

"Today the NOVA Jack and Jill Chapter was blessed, enlightened, and empowered by the information presented by Ms. Pope."

~L. Prioleau, Parent

"Thank you for taking time out of your schedule to visit us. On behalf of the senior class of the Museum Studies Dept of Duke Ellington School of the Arts, we really learned a lot and appreciated you greatly."

~Class of 2015

"Not only did I re-learn the skill of introductions, but I also am inspired to transform my interactions with my fellow human beings, assuming the best in them."

~J. Tyler, HS Teacher

"Excellent presentation, the girls were engaged and asked questions. Great to encourage them to try all food and to instruct them on how to not eat an item on their plate."

~G. Williams, Youth Auxiliary Advisor

"Really great presentation! Look [forward] to using you in the future as well."

~R. Curry, Youth Auxiliary Advisor

"I had an amazing time! The information given was very valuable, and it will come in handy! "

~J. Clark, HS Junior

"I enjoyed the presentation & I learned things about etiquette that I definitely didn't know! Thank you!"

~M. Williams, HS Junior

"I had a great time at the PWC Minority Business Network June Social. You gave an amazing and thorough presentation. I can now honestly call myself a fan of The Pope Institute."

~L. McKay, Entrepreneur

"Kimberly put so much information into perspective at tonight's Prince William County Minority Business Network meeting! She truly blessed everyone who attended with the information she had to share, and dazzled each of us with her brilliance."

~C. Neville, Entrepreneur

"My daughter was sharing details of what we were supposed to do the following night at dinner."

~K. Howard, Parent