



IAAP® is a great resource to help you advance in your career! The International Association of Administrative Professionals® is a not-for-profit, professional association with 40,000 members and affiliates and over 600 chapters worldwide. The Association works in partnerships with employers to promote excellence. Its members include administrative assistants, executive secretaries, office coordinators, information specialists, and related administrative professionals. Many corporations, educational institutions, students, and international affiliate organizations also belong to IAAP. Membership in IAAP provides outstanding benefits and services to meet your professional and personal needs.

- Learn from your peers, through local and international networking opportunities, how to advance your skills.
- Exchange ideas with someone else in your profession by attending meetings and seminars.
- Improve your professional image and sharpen your professional stature by finding out what is necessary to be a confident professional in today's society.
- Enhance your public speaking skills and gain confidence through presentations in business meetings or at an IAAP Chapter meeting.
- Gain experience from your peers in planning meetings and special events.
- Take advantage of personal and professional leadership skills training opportunities through seminars and workshops at Chapter and Division meetings, District conferences, and International convention.
- Develop international alliances and friendships throughout the world through IAAP affiliated Chapters and Associations.
- OfficePRO® magazine is your source for information on trends in the profession, the latest in technology, and job tips.
- Education and professional development materials include over 400 books, videos, cassettes, and other materials. Many of the resources of IAAP qualify for the CEU (Continuing Education Unit) and count for CPS and CAP recertification credit. IAAP Chapters and Divisions provide local educational programming.

Quintus Chapter (Brantford) meets on the last Monday of each month, except July and August, at the Best Western Brant Park Inn, 19 Holiday Drive, Brantford, at 6 p.m.

Visit us on the Web:
www.iaap-brantford.org
www.iaap-hq.org
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