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A note from President Janet.....



Making The Leap To REMARKABLE

By Janet Stroud, CPS, President of The Will Rogers Chapter (“WRC”) for the term year 2011-2012.

Reflections of how I arrived as your President:

I have been in the workforce since graduating from high school in 1969. My career for 40 years has been as a legal secretary. My specialty is oil & gas contract law. Thus, most of my career has been as a legal assistant in the oil & gas industry. Currently, I work for Zenergy, Inc., an oil & gas exploration company, as an Administrative Assistant for its Marketing Dept. and as support for the Legal Dept.

I joined the Will Rogers Chapter, IAAP in Nov. 2006. Immediately, I recognized that this organization was an effective means to train and assist secretaries, clerks, and administrative professionals in the work force. This was something I never found

available in the companies that I had worked for, so I was intrigued with my very first chapter meeting.

Service and Growth:

From 2006 through 2011, I have had the privilege of serving as your Secretary, as Alternate Delegate to EFAM in New Orleans, and as Co-Chair of the Education Committee. I obtained the CPS rating of certified professional secretary and was honored with WRC’s Award of Excellence. Then I served as your Vice President, President-Elect, and now as your President.

Moving Forward: Our IAAP Theme this year is **“Making the Leap to Remarkable.”** Here is how we are going to achieve “Remarkability.”

Our focus will be to hone the “Leadership Skills” in all of us through programs that will develop and strengthen those abilities, as well as uplift our team-player’s spirit. This Leadership goal is two-fold: (1) the 1st goal is to enable us to apply these skills at our jobs, in our homes & communities, and in our professional associations; and (2) the 2nd goal is to provide our members with the skills & confidence to insure that our Chapter will have a full slate of officers & directors next year.

We will continue to strive for Recertification Points for the majority of our monthly

educational forums and will encourage members to study for the CPS/CAP designation of achievement. Other plans include a membership drive, fundraisers, charity events, an APW event and EFAM (July 2012) in Grapevine, TX.

In closing, I want to mention the 3-D’s that we should practice:

Discipline – is the ability to make yourself do what should be done (a task), and to do it when it should be done (complete your task on time).

Dedication – is the ability to prepare yourself & get ready to finish the task at hand; (just as a boxer prepares himself physically & mentally before a fight); and

Determination – is the follow through – Do What You Said You Would Do.

As Vince Armstrong (the bicycle marathonist) said, **“Pain is Temporary, Quitting Lasts Forever.”**

I promise the Will Rogers Chapter that: **I Will Never Lead You To A Place Where I Am Not Willing To Go Myself . . . And I Will Never Quit. I will fulfill my responsibilities to the best of my ability as your President.**

I am looking forward, with eager anticipation, to the accomplishments we can and will achieve this year. **Please Join Me, As We Make The Leap to REMARKABLE!**