

MISSION

IAAP is headquartered in Kansas City, MO. IAAP's purpose is to provide information, education, and training and to set standards of excellence recognized by the business community on a global perspective.

The mission of the Will Rogers Chapter is to promote competence and recognition of the profession and represent the interests and welfare of persons working in and preparing for the important role of a career-minded administrative professional.

BENEFITS OF MEMBERSHIP

- Education & Certification
- Professional & Personal Development
- Leadership / Public Speaking Skills
- Organizational / Planning Skills
- Project Development
- Office Ethics
- Time Management
- Records Management
- Current Events through "OfficePro" magazine



- Succeeding in the Modern Office
- Networking / Travel / Seminars
- Friendships (locally & worldwide)

WILL ROGERS CHAPTER OFFICERS/BOARD OF DIRECTORS 2009 - 2010

Elected officers and directors serve as the Board of Directors governing the chapter.

Officers

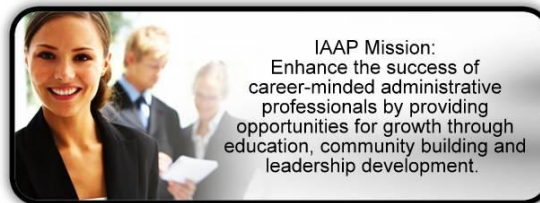
President	Terrie Scott CPS/CWCA
President Elect	Cynthia Bradley CPS
Vice President	Janet Shook CPS
Secretary	Rachel Kingsley CPS
Treasurer	Staci Landers

Directors

Communications	Brenda Dietzfeld
Education	Brenda Hix
Membership	OPEN



*Turning Jobs
Into Careers®*



IAAP Mission:
Enhance the success of career-minded administrative professionals by providing opportunities for growth through education, community building and leadership development.

MEETING INFORMATION

DATE: Second Tuesday of each month

TIME: Networking 5:15 pm
Dinner 5:45 pm
Program 6:30 pm

LOCATION: Hyatt Place
7037 S. Zurich Ave , Tulsa
(71st & Yale area)

DINNER & PROGRAM: \$16.00
(2nd Tuesday of each month)

ANNUAL MEMBERSHIP DUES

International	\$ 83.00
One-time processing fee	15.00
A-O Division	12.00
Chapter	<u>12.00</u>

FIRST YEAR TOTAL \$122.00
Yearly thereafter \$107.00

Student Membership

\$50+\$15 (one time processing fee) = \$ 65.00
\$50.00 per year thereafter
(no chapter or division dues)

For further information please contact:

Will Rogers Chapter President
Terrie Scott CPS/CWCA
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**ARKANSAS-OKLAHOMA
DIVISION OFFICERS
2008 - 2009**

President

Marsha Bryan CPS/CAP

President Elect

Cheryl Cook CPS CAP

Vice President

Sandy Tabio

Secretary

Teresa Tidwell, CAP

Treasurer

Donna Nerio

**IAAP Annual Convention &
Education Forum - Future Dates/Sites**

- 2010: Boston, Massachusetts, July 18-21,
Hynes Convention Center
2011: Montreal, Quebec, July 24-27
Montreal Convention Center
2012: Grapevine, Texas, July 22-25,
Gaylord Texan Resort
2013: Anaheim, California, July 28-31,
Anaheim Convention Center
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**Spring Professional Education
Conference Future Dates/Sites**

- 2010: Reno, NV, March 8-10
Grand Sierra Resort
2011: Tampa, Fla., March 6-9
Hyatt Regency Hotel
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**Fall Professional Education
Conference – Future Dates / Sites**

- 2010: Louisville, Ky., Oct.17-20
Hilton Seelbach Hotel
2011: San Diego, Calif., Oct. 9-12
Sheraton San Diego Hotel & Marina

HISTORY

Originally known as the National Secretaries Association, **IAAP** was founded in Topeka, Kansas in April 1942. *The Will Rogers Chapter was one of four charter chapters.* In February 1981, members voted to change the name of the association to Professional Secretaries International, clarifying the identity of the membership in a new decade for the professional secretary. In August 1998, PSI member delegates voted to change PSI's name to the International Association of Administrative Professionals, IAAP, to reflect more of the job titles being used today.

As we enter the 21st century, IAAP continues to provide education and training; setting standards of excellence recognized by the business community on a global perspective. Our vision is "to inspire and equip all administrative professionals to attain excellence."

The IAAP has approximately 40,000 members and affiliates worldwide, and is the world's largest association for administrative assistants, office coordinators, clerical supervisors, executive secretaries, and other types of administrative personnel.

Membership on an international level includes the Virgin Islands, Puerto Rico, Canada, and affiliations in Sweden, New Zealand, Netherlands, India, Australia, China, Japan, Russia, South Africa, and many other nations.

The Will Rogers Chapter is part of the Arkansas-Oklahoma Division of IAAP and has a long history of contributing to many philanthropic projects in our community.

