



**International Association of
Administrative Professionals®
Edmonton Chapter**

Passion & Purpose



I A A P - E D M O N T O N C H A P T E R

BOARD MEMBERS

Ingrid Piecha, President
ingrid.piecha@ercb.ca

Vern McLaren, Vice-President
vern.mclaren@aecom.com

Rhonda Wakal, Treasurer
rwakal@oag.ab.ca

Mimi Fang, Secretary
fcandy97@yahoo.com

Directors at Large

Hilary Allbon
hallbon@shaw.ca

Joyce Aulenback
aulenbak@interbaun.com

Kathryn Krause
krausek@smtp.gc.ca

Dianne Hauschildt
dianne.hauschildt@gov.ab.ca

Elke Woite
elke.woite@gov.ab.ca



Christmas Magic

Are we too grownup to feel a thrill
As we light the Christmas tree?

Are we immune to cookies,
Christmas cards and Christmas glee?

Are we too adult to "Ooh" and "Aah"
At the Christmas candle's glow?
Are we blasé about our gifts;
Do we shun the mistletoe?

Are we too mature for carols,
For merry or for jolly?
Do the decorations leave us cold,
The ornaments and holly?

Fat chance! We'll never grow too old
To love the Christmas magic.
A year without a Christmas
Would be boring, even tragic.

So bring it on! The candy canes,
The feasting and good cheer;
O Christmas, lovely Christmas,
You're the highlight of the year!



May your holiday season and the New Year be filled with much joy, happiness and success? We look forward to meeting with you in the coming year at our monthly dinner meetings and our next big event on April 20, 2011.

INSIDE THIS ISSUE:

Chapter News	2
Website Banner Photo Contest	2
Membership Updates	3
Meet a Member	3
RTF Notice	4
Dinner Meetings Chapter Events	4
Eye on Edmonton!	4

Guest Speaker's Profiles

December - Charmaine Hammond's topic for this meeting is "Passion & Purpose" which is more than simply showing up and being present. It is a way of working with intention, thus giving more meaning to work. Working this way requires focus, clarity and spirit. What do these three qualities or characteristics look like? There is much we can learn from Toby. An 8 year old Chesapeake Bay retriever and his story will provide participants with a meaningful example of purposeful work in teams and in business. Toby will be joining us.



January - George J. Boelcke - Topic: **Colourful Personalities** is an entertaining and interactive presentation. The power of colours is taught to more than half a million people each year. It is used as a significant tool for team building, fostering unity, staff retention, sales and marketing. Participants will quickly discover their unique blend of colors and define each others strengths and stresses. It will help strengthening teamwork and understanding which provides a language for expressing values.

February - Dave Rodwell - Topic: **Overview of Corporate Security**, one of Edmonton's most informative business presentations on corporate security to help a company maximize the detection of crime. Dave developed his investigative acumen and expertise over a span of 28 years of service with the Royal Canadian Mounted Police. Upon retirement from the RCMP, he has entered the field of private investigation and security consultation work.

Chapter News

Career Week Fair November 2010

On November 19-20, 2010 our chapter participated in the Canada Career Week Fair, at Northlands. It is Edmonton's most comprehensive and best attended career and job fair. This year's fair feature approximately 175 exhibits

We shared a booth with Academy of Learning and Digital School. The first day junior high students came in from all around Alberta, it was nice to see young students trying to figure out where their career path might take them, and on the second day it was opened to the public, it was busy and there were a few ladies stopped at our booth and asked questions about IAAP and it was great to have representation from our members and I would like to thank Gina, Kristie, Dianne, Michelle, Rhonda, and our liaison DecolynneJo that came up from Calgary to answer the questions.



We all took turns and walked around the expo, there were a variety of vendors, education and training groups, industry and business associations, medium to large businesses, organizations looking for employees, municipal, provincial and federal governments. It was a great opportunity for our chapter to be there and in the near future.

Ingrid Piecha, President



Education Forum and Annual Meeting (EFAM), July 24-27, 2011

Next year **EFAM** is coming to *Montréal*, one of the most beautiful cities in the world, known for its cosmopolitan lifestyle, hospitality with a distinctly French flavour; and a certain 'je ne sais quoi' flair.

We have done the math - if you save \$4 a day, from now until it's time to leave for Montreal, you will have over **\$1400** saved toward your trip. And to help save we have introduced the **EFAM Piggy Bank the cost \$6.00**. If you faithfully add \$4 each day to ensure that, you will be sitting at a sidewalk café in Old Montréal, sipping your café au lait after a hard day of skills upgrading and networking.

We have a small quantity so please contact Vern McLaren (vern.mclaren@aecom.com) to purchase the EFAM Piggy Bank. They will also be for sale at the next dinner meeting on December 14, 2010.



Website Banner Photo Contest

Here is your chance to show the world what our organization is all about and show-off your photographic skills! Our current website banner needs a change and we would like all you shutterbugs to have a chance to be "On-the-Web"! **Send us photos you have taken that you believe represent the Edmonton Chapter of IAAP the best.** The picture(s) can be of Edmonton, a work environment or anything else you believe would make our site the best for you and others searching us out!

- ☺ Open to **ALL** members and guests!
- ☺ Colour or Black and White photos in jpg, gif, png, or other picture file formats
- ☺ Preferable size: 954 x 108 px; File size: 30-50 kb (but **ALL** will be accepted)
- ☺ **DUE: January 30, 2011.**
- ☺ Submit your photo now to vern.mclaren@aecom.com
- ☺ YOU can win one free dinner meeting of your choice in the spring of 2011 (excluding APD).

If you have questions, please contact Vern for more information.

Vern McLaren, CPS
Vice-President
& Chapter Webmaster



VISIT US ON THE WEB AT
WWW.IAAPEDMONTON.COM

Eye on Edmonton! is back for Christmas.

Membership / Certification Updates

Membership Information

WOW! What a fabulous information night we had in November. I want to thank all of the members who went out of their way to invite such a grand showcase of guests! We have made a new connection with over 65 admin professionals and will hopefully have some new members in the next few months. Your dedication and devotion to this event was fabulous and greatly appreciated. Please help us edge these guests into becoming members! Full speed ahead, so we can out-member Calgary! We did receive a new member-at-large, shortly after our Information Night, so our overall membership count is now 70! *This includes professional members, members-at-large and division-at-large members.*

Have a Very Merry Christmas and All The Best for 2011!

To inspire and equip all
Administrative Professionals
to attain excellence.



Hilary Allbon, CPS, MOS
Membership/Certification Chair
Director at Large



Meet a Member

My name is Cheryl McKercher and I was a member of IAAP in Kingston, now a new member to the Edmonton Chapter.



As a native Edmontonian I recently made a life decision to return to my home town. I moved to Kingston, Ontario in 1987 when my husband obtained a teaching post at RMC and stayed to raise my son there once the marriage ended. When my son moved to England to pursue a post-graduate degree, and my position as a client account specialist was eliminated, it seemed a sign that I should return to my family here and seek an administrative position where I intend to make my permanent home.

I was a Sales Tax Analyst in the Materials Management Branch at the City of Edmonton prior to moving to Kingston. However, the past two decades have seen me specialize my administrative experience in the areas of human resources and, especially, group benefits. I have a keen understanding of the connection between documentation and people's lives and have enjoyed being a liaison between insurance carriers and the employees insured with group benefit plans.

In my leisure time, I love to make collage greeting cards. I am also busy making custom-designed advent calendars for family and friends. I am a member of Romance Writers of America and am working on two manuscripts.

In Kingston, I was a charter member of the local chapter of IAAP. The opportunities to network with other administrative professionals was truly wonderful and I still refer to some of the tips from IAAP publications. Unfortunately, the Kingston chapter did not flourish and was discontinued. It was a thrill to realize there was an active chapter in Edmonton and I look forward to meeting local members at the dinner meetings.

Retirement Trust Foundation

Dear IAAP Friends:

This is the time of year when we celebrate with family and friends, sharing gifts from the heart to those who matter so dearly to us.

Many of us also remember those who struggle for resources this time of year, with gifts of financial support. If your giving includes remembering your favorite charities, consider adding the Retirement Trust Foundation to your list.

Our mission is to provide housing assistance for administrative professionals, age 55 and older, who are in need. Your generosity provides financial assistance toward housing costs for any retired administrative professional living in a retirement community and meeting the housing assistance criteria. This program is available for all members, including the Canada District.

If you are already planning your end-of-year giving, please consider a donation to the RTF. Go to www.iaap-rtf.org for more information or to complete an online donation.

May I take this opportunity to wish you all a very Merry Christmas and the very best for the New Year.

Lina Veglia, RTFC, Canada District
veglial@cambridge.ca



Have you checked out the new IAAP Edmonton website?

Dianne Hauschildt, Newsletter Chair
Phone: 780-427-5366
E-mail: dianne.hauschildt@gov.ab.ca

We currently account for 56 members of the world wide membership of IAAP.

Edmonton Chapter meetings are held on the second Tuesday of the month (except April, July and August) at the [Edmonton Petroleum Club, 11110 - 108 Street](#) - just across from the Kingsway Garden Mall.



Our monthly meetings open doors of opportunity that can assist you in career building. They will provide topics that will amuse, entertain, engross and educate you. After the fabulous meal and before the enlightening presentation there is a brief business meeting that covers chapter business.

For more information and to see our upcoming schedule of speakers visit our website. We warmly invite you to join us.

Career Fair Week 2010



IAAP - Edmonton

PASSION & PURPOSE
EDMONTON CHAPTER

Business Dinner Meetings

December 14, 2010	March 8, 2011	Time: 5:30 pm until 8:30 pm
January 11, 2011	May 10, 2011	Members - \$30
February 8, 2011	June 14, 2011	Non-members - \$35
		Speaker portion free (after 7:00 pm)

To accommodate everyone, we are a scent-free event. Thank you for your cooperation!

Chapter Events

April 20, 2011 - APD Full Day event (Ramada Hotel & Conference Centre)

Please send silent auction items to Alicia Prilipp (alicia.prilipp@aecom.com) for APD.

Winter

Our Mission:

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



Eye on Edmonton!

When did Edmonton become a city? Incorporated as a city in 1904 with a population of 8,350, Edmonton became the capital of Alberta as the province joined Confederation a year later, on September 1, 1905. In November 1905, the Canadian Northern Railway (CNR) arrived in Edmonton, accelerating growth.

Where can I see some of the original landmarks from Edmonton's early history?

Alberta Legislature: The seat of Alberta's provincial government and the province's foremost historical building. This stately Edwardian building was built on the site of the original Fort Edmonton. Construction started in 1907 and was completed in 1913. It overlooks the river, and guided information tours are free. In December the holiday lights are lit on the grounds, free concerts & hot chocolate are available every noon hour and 7:00-9:00 pm at the Legislature. The pedway becomes Santa's workshop with free crafts for the kids. Stroll down to the grounds to see the lighted trees and Christmas cheer.



What can I do at Christmas time in Edmonton? There were all kinds of things to find on the web, here are a few with history:

☺ [Candy Cane Lane](#)

Candy Cane Lane features more than 10 city blocks of decorated homes, along 148th Street, starting at 100th Avenue, along with sleigh rides and other activities. "Light up" starts Saturday, December 11th and runs until January 2nd.

<http://candycanelane.travgraphics.com/>



☺ [Christmas Reflections](#)



A horse-drawn wagon ride through Fort Edmonton Park with Christmas displays and twinkling lights on evenings in December. Costumed interpreters along the streets, stepping back in time, singing carols, baking and Christmas cheer.

http://www.fortedmontonpark.ca/pages/FortEdmonton_ToursEvents/default.aspx?id=1126

☺ [Candlelight Christmas at the John Walter Museum](#)

Musical performances in a pioneer home, offering hot apple cider, hot chocolate and fresh home baking. Evening and matinee performances from December 10 to the 26th.



http://www.edmonton.ca/city_government/news/candlelight-christmas-at-the-j.aspx