



International Association of Administrative Professionals

Tuesday, February 21, 2012

Promote Professionalism

Presented by: Ulla de Stricker

www.destricker.com

Grand River Chapter



Meeting Location:

Holiday Inn Cambridge
200 Holiday Inn Drive

Dinner & Program:

Member: \$25.00
Guest: \$25.00

Program Only:

Member: \$10.00
Guest: \$10.00

Agenda

5:30pm Networking
6:00pm Dinner
7:00pm Guest Speaker
8:10pm Chapter Business
8:30pm Closing Remarks

Ulla shows us how to maintain our professionalism through our reputation, written materials and business protocol we practice. She outlines options for strengthening our professionalism within and outside of work and among our peers. She elaborates on verbal and non-verbal communications, professional presentation, resume writing and resume structure. Ulla touches on it all!

Ulla de Stricker

Ulla is an information and knowledge management consultant whose practice focuses on projects associated with corporate memory and information sharing among colleagues. She's also an active career advisor and co-authored "The Information and Knowledge Professional's Career". She's presented for the Toronto, Burlington and Horseshoe Falls Chapters on various topics. We love Ulla and she's also a proud IAAP member.

Please RSVP (email) by Thursday, February 16, 2011

E-mail: iaapgrandriver@gmail.com

Cancellations after the Thursday, RSVP deadline will be invoiced

MENU

Rolls

Various Chef's Choice Salads

Grilled Breast of Chicken with Your Choice of Teriyaki or Citrus Sauce

Steamed Vegetables and Herb Polenta

Assorted Desserts and Fresh Fruit

Coffee & Tea

UPCOMING EVENTS:

March 13th MEETING

Violence, Bullying and Discrimination in the Workplace

IAAP Canada Divisions' Conference (CDC) - June 7-9, 2012

Follow the excitement on Facebook at IAAP Grand River Chapter CDC June 2012 or visit our website at www.iaap-grandriver.org