

**GEORGIA DIVISION
2009-2010
BOARD OF DIRECTORS**



PRESIDENT

**Donna Mitchell CPS/CAP
Municipal Employees Chapter
Member Since: 1987**

**Contact:
donna.mitchell@gwinnettcountry.com**



PRESIDENT-ELECT

**Nina Hubbard CAP
Tiftarea Chapter
Member Since: 2002**

**Contact:
nina.hubbard@elpaso.com**



VICE PRESIDENT

**Barbara G. Wiley CPS/CAP
Port City Chapter
Member Since: 1988**

**Contact:
bwiley@aflac.com**



SECRETARY

**Jenny Stewart CPS/CAP
Turner Broadcasting Chapter
Member Since: 1999**

**Contact:
jenny.stewart@turner.com**



TREASURER

**Valerie Carter CPS/CAP
DeKalb Chapter
Member Since: 2001**

**Contact:
iaapdekalb@na.ko.com**

Georgia Division Chapters

The Georgia Division IAAP continues to offer means by which members can grow both personally and professionally. The Georgia Division strives to:

- * Be a resource for chapters and members, promoting professional development and educational opportunities for administrative professionals throughout Georgia.
- * Set the standards of leadership, professionalism and excellence through involvement of division events, chapter meetings, seminars, and networking.
- * Serve as leaders, advisors and mentors to the IAAP Chapters located in Georgia.
- * Assist each chapter to recruit and to retain members and to build new chapters within the Division.
- * Actively support student activities and aggressively work to establish new student chapters.

GEORGIA DIVISION CHAPTERS AS OF 01/12/10	
City	Chapter Name
	Note: (*) denotes a closed chapter.
Albany	Albany Area Chapter
Alpharetta	North Point Chapter
Athens	Athens Chapter
Atlanta	AGL Resources Chapter *
	Atlanta Chapter
	Atlanta Airport Chapter *
	Atlanta City Hall Chapter
	Atlanta Federal Government Chapter *
	Atlanta Healthcare Chapter
	Clifton Corridor Chapter
	The Coca-Cola Company Chapter *
	Fulton County Government Chapter
	Georgia Power Chapter
	Heart of Peachtree Chapter
Turner Broadcasting Chapter *	
Augusta	Fairways Chapter
Clarkston	DeKalb Chapter
Columbus	Port City Chapter
Conyers	New Rock Chapter
Duluth	Gwinnett Chapter
East Point	Dogwood Chapter
Evans	Evans Towne Center Chapter
Jasper	Appalachian Chapter
LaGrange	LaGrange Chapter
Lawrenceville	Municipal Employees Chapter *
Marietta	Cobb County Chapter
Peachtree City	Fayette-Coweta Chapter
Tifton	Tiftarea Chapter
Tucker	Cherokee Rose Chapter

For more information on a specific chapters visit their site or go to the GA Division Web site at www.iaap-georgia.org

POWER OF COMMITMENT

PROFESSIONALS ACHIEVING THE EXTRAORDINARY

**INTERNATIONAL ASSOCIATION OF
ADMINISTRATIVE PROFESSIONALS**



2009-2010 Georgia Division Board of Directors



www.iaap-georgia.org

ABOUT IAAP

The International Association of Administrative Professionals (IAAP) is a not for profit professional association with over 40,000 members and affiliates and almost 600 chapters worldwide.

The association works in partnership 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.



IAAP has members all over the world, even overseas.

WHY JOIN?

There are many reasons to join this professional organization! You will benefit immediately from joining an organization that caters to your work environment.

During the 66 year history of IAAP, office professionals have recognized the value of membership in an organization that addresses their specific needs in the areas of:



Get involved with an organization that will address your specific needs!

- Career Development
- Leadership Skills
- Networking
- Image
- Professional Development
- Seminars & Conferences
- Personal Development

WHAT'S IN IT FOR YOUR EMPLOYER?

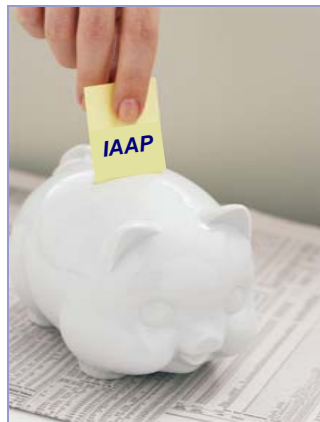
IAAP can become your partner in leading your administrative professionals toward achieving excellence. We provide resources to meet the needs and challenges facing the administrative staff, today and tomorrow. IAAP members receive the tools and knowledge necessary to become more effective contributors to their employers. By reading IAAP publications and attending IAAP educational events, members stay on top of their profession.



IAAP provides resources to meet needs and challenges facing administrative staff, today and tomorrow.

Thanks to IAAP, administrative support professionals can take advantage of networking opportunities, certification programs, and educational products that set the standard of excellence. IAAP's code of ethics continues to set the standard of professional conduct. And, in working with business leaders and educators, IAAP members continue to develop skills and knowledge necessary to set the standard of performance.

INVEST IN YOUR FUTURE



Invest in your future! IAAP is here to help YOU excel!

Employees who demonstrate the Power of Professionalism give their employers a competitive advantage in the marketplace. The wisest employers recognize the importance of investing in the career development and training of their administrative support staff. IAAP is here to help YOU excel!

REQUEST MORE INFORMATION

For more information, please complete this form, cut along the dotted lines and mail to the GA Division Membership Chairperson:

Jan Nabors CPS/CAP
GA Division Membership Chairperson
P.O. Box 594
Lilburn, GA 30048-0594
Phone #404.816.7577

Or e-mail the information below to: jan.nabors.iaap@gmail.com

Name:	
Title:	
Address:	
Home Ph. #:	
Work Ph. #:	
Company Name:	
Company Address:	
E-mail:	



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 Administrative Professionals®
 Georgia Division

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