



Association of
Administrative
Assistants

Association
des Adjoints
Administratifs



The Barrie/Simcoe County branch of the
Association of Administrative Assistants
is holding an **Information Session**

Come out and learn about this Association dedicated to office professionals and
the Qualified Administrative Assistant (QAA) professional designation program

Wednesday, September 1st
Georgian College – Barrie Campus
Room K115

5:00 p.m. start – until 7:30 p.m.

There will be continuous information sessions about the Association, local branch activities;
the QAA program and courses offered through Georgian College, as well as tours of the
Library Commons and related services available to QAA students

As employers place increasing importance on professional development and recognize the value of membership in professional associations, and employees increase their participation in continuous learning, the **Association of Administrative Assistants** offers benefits to both employers and employees.

The **QAA** is a professional designation earned by successfully completing a series of university-level business courses. This accreditation, recognized in the professional office environment, provides up-to-date knowledge of business practices, essential skills and career-building opportunities for those who achieve their QAA designation.

For further information contact Robin Covey at rcovey@virtuallyanythingoffice.com or
the National Registrar at: astone@georgianc.on.ca

“Professionalism Through Education”