



## 2007 MULTI-CHAPTER SYMPOSIUM

International Association of Administrative Professionals®

### LEADING AT ALL LEVELS

**Saturday, October 6, 2007**  
**Hilton Irvine/Orange County Airport**  
**18800 MacArthur Blvd., Irvine, CA 92612**

**SPEAKER: JANE BOUCHER, CSP**  
**“SOAR TO NEW HEIGHTS:  
LEAD AT ALL LEVELS”**



MEMBER\*: \$60      NON-MEMBER: \$65  
(After 9/4/07 and at the door: \$65 for CA Div. member; \$70 for non-member)

**REGISTER TODAY AT [WWW.IAAPMCS.COM](http://WWW.IAAPMCS.COM)**

Member\* denotes a California Chapter Member or a Division Member at Large

# Conference Information



**Jane Boucher, CSP**

## “Soar to New Heights: Lead at All Levels”

Jane received her Bachelor of Science and Master of Arts from Ohio State University. She has done doctoral work at the University of South Florida and has been an adjunct professor at the University of Dayton, Wright State University, and The McGregor Graduate School of Antioch University . . . all in Ohio.

The author of six books, she uses both the podium and paper to promote personal and professional excellence. Her best-seller, *How To Love the Job You Hate*, has been endorsed by Dr. Kenneth Blanchard (respected author of the best-seller, *The One Minute Manager*). She is also a nationally syndicated newspaper columnist appearing in business journals throughout the country.

Jane is one of the most dynamic women on the speaking circuit today. The National Speakers Association awarded the Certified Speaking Professional (CSP) designation to her. Less than 8% of all professional speakers hold this distinction.

**This seminar is designed for anyone in a leadership role and identifies principles and techniques of leadership.**

### **You will learn:**

- **How to identify your own leadership style, how to motivate employees and how to improve interpersonal communications.**
- **Challenges that are unique to the female employee and the difference between management and leadership.**
- **How to improve the work environment and overcome barriers to effective communication.**
- **How to function at your maximum potential.**

### SCHEDULE

Saturday, October 6, 2007

8:00 a.m.	Registration
8:00 a.m.	Exhibitor Fair Opens
8:45 a.m.	Welcome
	Jane Boucher, CSP (Part I)
12:00 p.m.	Lunch
1:00 p.m.	Jane Boucher, CSP (Part II)
2:30 p.m.	Adjourn

### HOTEL INFORMATION

**HILTON IRVINE/ORANGE COUNTY AIRPORT**  
18800 MacArthur Blvd., Irvine, CA 92612  
949-833-9999

Directions from the 405 North or South: Exit MacArthur Blvd., go south on MacArthur Blvd. The hotel will be on the left hand side at the corner of MacArthur and Douglas.

For additional directions, visit the hotel website at: [www.hiltonirvineorangecounty.com](http://www.hiltonirvineorangecounty.com) or call the hotel at 949-833-9999.

**FOR REGISTRATION INFORMATION PLEASE CONTACT NORMA BALTOIANO CPS/CAP AT  
NORMABALTOIANO@BIZLA.RR.COM OR 714-843-6525**

**Registration Form – 2007 Multi-Chapter Symposium**  
**October 6, 2007**  
**Hilton Irvine/Orange County Airport**  
**18800 MacArthur Blvd., Irvine, CA 92612**  
**(949) 833-9999**



To register, complete this form and mail with your check to the address below  
Or register on-line at [www.iaapmcs.com](http://www.iaapmcs.com)

Name: \_\_\_\_\_  CPS  CAP

Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Daytime Phone: ( ) \_\_\_\_\_ Evening/Cell Phone: ( ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

IAAP Member Chapter Name: \_\_\_\_\_

Non-Member  Vegetarian Lunch

<b>CA Div. Member*:</b>	<b>Advance Registration Fee (postmarked by 9/4/07):</b>	<b>\$60</b>
	<b>Postmarked After 9/4/07 and At-the-Door:</b>	<b>\$65</b>
<b>Non-Member:</b>	<b>Registration Fee (postmarked by 9/4/07):</b>	<b>\$65</b>
	<b>Postmarked After 9/4/07 and At-the-Door:</b>	<b>\$70</b>

\*CA Div. member denotes a California Chapter Member or a Division Member at Large.  
Registration payment must be postmarked or received on-line by September 4<sup>th</sup> to qualify for the advance registration fee.  
Sorry, no refunds . . . but substitutes are always welcome.

Rooms are available at a rate of \$109 + tax for the *Multi-Chapter Symposium – IAAP*  
To make reservations, please call 949-833-9999

**Mail registration form and check (made payable to IAAP-Multi-Chapter Symposium) to:**  
**Norma Baltodano CPS/CAP**  
**c/o Hope for Healing Hearts**  
**7372 Prince Drive, Suite 107**  
**Huntington Beach, CA 92647**

**OR better yet . . .**

**Register on-line using your credit card or PayPal account at [www.iaapmcs.com](http://www.iaapmcs.com)**

**If you have questions, please call Norma Baltodano CPS/CAP at (714) 843-6525**  
**or e-mail her at [normabaltodano@bizla.rr.com](mailto:normabaltodano@bizla.rr.com)**

# Conference Information

## 2007 MULTI-CHAPTER SYMPOSIUM

International Association of Administrative Professionals®

Hosted by the following Chapters:

Bahia - Citrus Valley - Orange Empire - Stellar - Valencia-Orange County

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