

Who We Are

Our Mission

We strive to provide administrative professionals the opportunity to learn, grow and thrive by encouraging all members to add to their individual competencies, advance their leadership skills, realize their value in the workplace and community, and have confidence to excel in their careers.



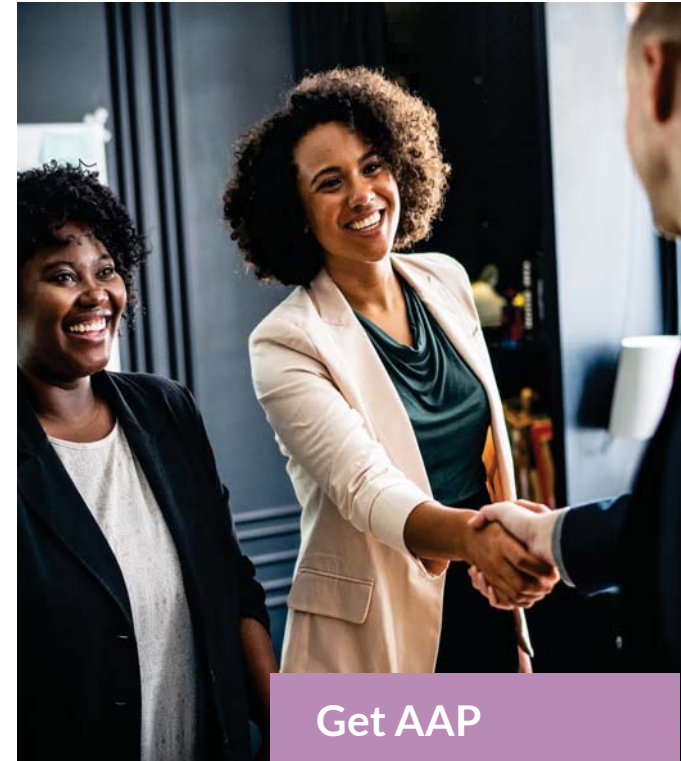
Our Vision

The Association of Administrative Professionals (AAP) provides opportunities for growth through education and community building, giving our members a better understanding of how important their role is to any business. Being widely recognized across Canada, our membership increases year after year and members are engaged in the AAP.

Promoting Administrative Excellence Nationwide

The Association has branches in locations across Canada – check our website to find the branch nearest to you. You may also join our many Association members across Canada who do not reside near an established branch. These professionals are Members- At-Large (MALs).

Join today. Visit canadianadmin.ca for information on how AAP can work for you.



Get AAP working for you!



Promoting Administrative Excellence Nationwide

Benefits of Membership

Professional Development

Branch Speaker Series/Meetings

Learn about and discuss current and relevant topics to office professionals.

Annual General Meetings

Attend seminars and workshops facilitated by nationally recognized speakers.

National Board and Executive Committees

Utilize and expand leadership and organizational skills.



Networking

Branch Meetings

An opportunity to share information about your place of employment including resources, services and job opportunities available, providing value to the employer as well as the member.

Members

Opportunities to share challenges, current issues affecting your roles and workplace, brainstorm solutions, and problem-solve.

Members-At-Large

Connected by regular newsletters from the Association, and leadership provided by the Director Vice-President.

What our Members have to say

"The Association has provided me with the opportunity to step outside my comfort zone and take on challenges that are not within my skill set. My employer has benefited greatly because I have learned to be very confident in my abilities and I am always willing to not only take on new responsibilities and tasks but to also share everything that I learn with others."

-Wendy

"For a very reasonable membership fee, I'm definitely getting value many times over, with excellent speakers and current topics that I can apply to my work."

- Sue

Canadian Certified Administrative Professional

The Canadian Certified Administrative Professional (CCAP) Program is a certificate program for office professionals interested in meeting the challenge of today's demanding workforce.

Through a series of university-level business courses, you are provided with up-to-date knowledge of business practices, essential skills and career-building opportunities recognized in the professional office environment.

The CCAP program, administered by the Association of Administrative Professionals and the National Registrar, partners with accredited Canadian universities and colleges to offer these courses.



For further information about our certification program please contact the National Registrar at:

aap.national.registrar@canadianadmin.ca