

# Canterbury Tales



ASSOCIATION OF  
ADMINISTRATIVE  
PROFESSIONALS  
NEW ZEALAND INC

Te Kawarangi

Kia Ora koutou,

Can you believe it is May already - the year is flying and while we are still enjoying some warm days in Christchurch, winter is on it's way.

We have a busy few months coming up with events such as the Jason Gunn webinar and election of Executive Officer in May, the AGM in July and of course the AdmiNZ Conference in Tauranga at the end of July. More details for this is available further down in this newsletter.

Of course one of the highlights of the conference is the presentation of the NZ Administrator of the Year Award. Have you entered yet? You still have time, applications close on 4 June. We would love to see a good representation of entries from Christchurch. This is a great opportunity for you to go through the process and really see what you have achieved in your career. Further information is available on our website [HERE](#).

Our next Christchurch group event is on 21 June. This will be a great event with the very experienced, motivational speaker Johnny Squire. The venue is still to be confirmed but information will be updated on Facebook and via email invitation as soon as this is available.

If there is anything you would like to see in this newsletter, or if you have any ideas for our Christchurch group, please send them to [christchurch@aapnz.org.nz](mailto:christchurch@aapnz.org.nz).

Ngā mihi

Kasey

**Christchurch President**

## MEMBER PROFILE

### Introducing Debbie Walker

Where are you currently employed and what is your role?

I am Executive Assistant to the CEO and CFO for Foodstuffs South Island Limited based at our head office and support centre in Papanui. I also provide executive support to our Legal Counsel & Company Secretary, along with our Chairman and Board of Directors.



How long have you been an AAPNZ member, and why did you decide to join?

I have been a member of AAPNZ since 2003, initially joining as part of a corporate membership when I was employed at the College of Education. I subsequently became a full individual member after our corporate membership ended. It has been a fantastic way to build on my networks, gain personal and professional development and to make lifelong friends along the way.

What do you like to do in your spare time?

Outside of work, when I am not spending time around home with my husband, I am catching up with friends, heading out on a leisurely bike ride, attending dance/movement classes, or sitting reading the latest crime novel.

What is the most memorable piece of advice anyone has shared with you?

People may not remember what you said to them, but they will remember how you made them feel.

What is something not many people know about you?

I love watching TV shows that have a medical or crime related theme - think 9-1-1, 24 hours in A&E, Casualty 24/7, SVU, CSI, the list goes on!

## Proposed Calendar of Events 2021

### May

Election of Executive Officer role -(via email)

### May 25

NET Webinar with Jason Gunn (virtual)

### June 21

Personal Development, Wellbeing, Coaching (face to face)

### July 17

AdmiNZ AGM (virtual)

### July 30 / 31

AdmiNZ Conference Tauranga (face to face)

### August 16

Networking / Social Event New Members Evening, Update on Conference (face to face)

### September 18

Southern Regional Gathering Nelson (face to face)

### November 5

Networking / Social Event Cooking Class (face to face)

### December 10

Christmas Celebration (face to face)

## NEW MEMBERS

A huge welcome to our new members:

To be advised

## ANNIVERSARIES

Congratulations to our members who celebrate  
Anniversaries in March / April / May:

To be advised

## UPCOMING GROUP MEETINGS

### WELLBEING / COACHING WITH JOHNNY SQUIRE

Monday 21 June - 5:30pm (venue to be advised)

Johnny is a performance Coach / wellness guy who coaches on a variety of issues, in a wide spectrum of industries including manufacturing, retail, local government, not for profit organisations, communications, engineering, dairy and meat processing, and distribution.

*Personally I highly recommend a coach to anybody and having been coached by Johnny, I highly recommend you come along to this event to find out for yourself how coaching can help you both professionally and personally*  
Kasey - Christchurch President

## RECENT GROUP MEETINGS - ADMINISTRATIVE PROFESSIONALS DAY BREAKFAST

Administrative Professionals Day was celebrated on 21 April 2021. The Christchurch group held a breakfast at the wonderful Kin Bistro at Ballantynes. This event was very well attended with 55 members and guests, and we had two excellent speakers. Our very own national President Vicki Faint gave her Presidents update (if you have not yet heard this, you can view [HERE](#)), and we had a special guest Dawn Baxendale, CEO of Christchurch City Council telling us her story of how she got to where she is now. Thank you to all who came along to celebrate this special day recognising the efforts we all contribute to the success of every business we are involved with. More photos are available on our website [HERE](#)



## ADMINZ CONFERENCE 2021 - Preparing for an extraordinary life

Amazing things happen when Administrative Professionals come together! Two days of workshops, phenomenal speakers and training targeted specifically for our profession.

The AdminZ National Conference is the only event in the country designed by administrative professionals for administrative professionals. We know that it takes hard work and continuous learning to excel in our roles and that's why our conference is **THE** event for everyone in our profession.

Programme includes:

- Defining your purpose
- Setting boundaries
- Healthy workplace relationships
- Sustainable workplaces
- Building your networks
- Leading an extraordinary life
- As well as presentations by the Administrative Professional Award finalists, Gala dinner and Awards presentation.

Date	Friday 30 July - Saturday 31 July
Time	9am Friday - 4pm Saturday (followed by Gala dinner at 6pm)
Location	Trinity Wharf, 51 Dive Crescent, Tauranga
Price	Early bird Member \$850 (inc GST)

Trinity wharf is offering a 15% accommodation discount for members attending this conference. Use the code **AAPNZ2021** when booking. A link to the direct website with promo code already loaded is [HERE](#). Please note there are no rooms available where a King bed can be made into two twin beds to allow guests to share rooms with separate beds.

More information is available on our website [HERE](#)

## KEEPING IT LOCAL

Thank you to our local supporters for their generous donation of spot prizes for the Administrative Professionals 2021 Breakfast:

