

# Proclamation

ADMINISTRATIVE PROFESSIONALS' WEEK

April 19-25, 2026

WHEREAS, administrative professionals, including secretaries, administrative assistants, executive assistants, office managers and other administrative support staff, make up one of the largest segments of the world's workforce; and

WHEREAS, administrative professionals play an essential role in coordinating the office operations of business, government, educational institutions, and other organizations; and

WHEREAS, the work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service, and other vital office management responsibilities; and

WHEREAS, Administrative Professionals' Week is observed annually in workplaces around the world to recognize the important contributions of administrative support staff and is sponsored by the International Association of Administrative Professionals (IAAP); and

WHEREAS, this week was established in 1952 to recognize the contributions of office support staff in business and government and to attract people to those careers; and

NOW, THEREFORE, The Appomattox Town Council do hereby proclaim April 19-25, 2026, as ADMINISTRATIVE PROFESSIONALS' WEEK and April 22, 2026, as ADMINISTRATIVE PROFESSIONALS' DAY, in the Town of Appomattox, and urge all citizens to join the Appomattox Town Council in recognizing the valuable contributions of administrative professionals within business, industry, and government.

Dated this \_\_\_\_\_ day of April, 2026

Attest: \_\_\_\_\_

Mayor