



Let all that you do be done in Love. *1 Cor. 16:14*

Heartland Regional Conference April 20-21, 2012

CLARION HOTEL
900 E DUBLIN GRANVILLE RD
COLUMBUS OH 43229
614-888-7440

<http://www.clarionhotel.com/hotel-columbus-ohio-OH246>



MISSION STATEMENT

The mission of the Administrative Personnel Association is to offer opportunities for professional development and personal growth for those called by God to serve as support staff of the Presbyterian Church (U.S.A.) We accomplish this by providing continuing education events for certification and occasions for fellowship, worship, spiritual nurture and prayer at both National and Regional meetings as well as seminary-sponsored training events.

MEMBERSHIP

All persons engaged in administrative support work in any local church-related institution, governing body or agency of the Presbyterian Church (U.S.A.), the Reformed Church in America, the Presbyterian Church in Canada, or any church organization on a full or part-time basis. This would include positions such as administrative assistants, church administrators, financial administrators, and office/business managers. For more information about membership contact Theresa Wright, APA Office Manager, at 432-865-6297 or apa-office@tresrios.org

HEARTLAND REGION

Officers and Committee Chairs

Regional President - Lindy Bearss

lindy@presbymac.org

President Elect - Judy Lucas

judy@lincolntrails.org

Treasurer - Carol Wetzel

carol.wetzel@pcusa.org

Secretary - Lorie Ellett

lellet@overbrookchurch.org

Certification Chair - Deeanna Alford

dealford3@insightbb.com

Membership - Jerri Smith

jerri.smith@pcusa.org

Scholarship - Sandi Capoccio

sandi@indianolapres.org

CERTIFICATION

Certification is designed to provide a foundation in church history, polity, and theology as well as training in interpersonal skills, organization, office skills and new technology. You must be a member of APA to participate in the Plan of Certification. Levels I, II, III require 40, 45, and 50 hours of study respectively. Certification is recognized by the General Assembly through the Office of Vocations. Certified members are listed in the Minutes of the General Assembly. Go to http://pcusa-apa.org/pdf/certification_handbook.pdf for a complete description of certification requirements. Contact Heartland's Certification Chair, Deeanna Alford at dealford3@insightbb.com with any questions you may have regarding certification.

CHINESE AUCTION FUNDRAISER

The Heartland Region has a tradition of holding a Chinese auction during our conference to raise money for our scholarship fund. The Chinese Auction supports the APA Regional Scholarship Fund which you may apply to each year to help offset your cost to either the national or regional conference.

The more items we have to choose from the more chances you have of winning! This year we ask that you bring an item you would like to donate to the auction. The theme is "Spring Fling" but unrelated items are welcome also. These items should be something you would want to take home yourself. (No used items, please!) A drawing is held on Saturday to choose a winner for each item.

Thank you in advance for making this year's auction a HUGE success and helping offset the cost of future APA events for our members.

Conference Schedule

Thursday, April 19,
5:30-7:00 pm Registration - Hotel Lobby

Friday, April 20

7:00 Breakfast
8:15 Welcome, devotions, announcements
9:00 Concurrent Sessions
 Level I - Church History
 Elective - Mastering the Internet
12:00 Lunch
1:00 Concurrent Sessions
 Level I - Church History
 Level III - Book of Confessions
4:00 Executive Committee meeting

Saturday, April 21

7:00 Breakfast
8:30 Devotions and announcements
9:00 Concurrent Sessions
 Elective - Interim Ministry
 Elective - How to Deal with Aging Parents
 and Work Full Time
12:00 Lunch
1:00 Concurrent Sessions
 Level II - Office Administration
 Elective - Living with Grief
4:00 Business meeting (all members to attend)
6:00 Worship
6:30 Banquet, Chinese Auction, Certification
 Awards and Officer Installation

Enroll me for the following Courses.

Level I _____ Church History - 5 hrs
Level II _____ Office Administration - 2.5 hrs.
Level III _____ Book of Confessions - 2.5 hrs
Electives _____ Mastering the Internet - 2.5 hrs
 _____ Interim Ministry - 2.5 hrs
 _____ Dealing with Grief - 2.5 hrs
 _____ How to Deal with Aging
 Parents - 2.5 hrs

Registration

Name _____
Nametag _____
Church/Governing Body/Agency _____
Address _____
City _____
State _____ ZIP _____
Phone _____
Email _____
Special Dietary or health needs? _____
Guest _____

Registration fees

_____ \$ 175.00 Registration (Includes meals)
Banquet: Chicken _____ Pasta _____
_____ \$ 115.00 Lifetime members
_____ \$ 50.00 Guest meals
_____ \$ 25.00 Banquet only
 Chicken _____ Pasta _____
 Scholarship donation
 Total Enclosed

Make checks payable to:

Administrative Personnel Association

Mail to:

Carol Wetzel, APA Conference Reg.
Presbyterian Church (U.S.A.)
100 Witherspoon St Rm 3215
Louisville KY 40202

Lodging

Clarion Hotel
900 E Dublin Granville Rd.
Columbus OH 43229

Special rate of \$63.95 per night - Mention "APA". The block will be held until March 20, 2012.

Meals

Friday and Saturday (lunches and 2 snacks each day), Saturday banquet included in registration fee.

Conference Registration

Due Date: March 20, 2012
\$25 fee for cancellations before April 5, 2012
No refunds given after April 5, 2012

Scholarships

Members needing scholarship assistance should contact our Scholarship Chair, Sandi Capoccio, at 614-294-3796 or sandi@indianolapres.org by March 1, 2012

Course Description

The APA website has course descriptions: http://pcusa-apa.org/pdf/certification_handbook.pdf

Any classes with less than five registrants will be cancelled

Web Site

<http://pcuas-apa.org>

Questions, Contact:

Pat Rose at: perose@att.net