



Proclamation: Administrative Professionals Week

April 21-25, 2025

WHEREAS Administrative Professionals play an essential role in coordinating the office operations of businesses, 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; and

WHEREAS Administrative Professionals Week 2025 is focused on “Honouring the office professionals who make offices work,” reflecting the integral and central role that office professionals play in modern business.



THEREFORE, BE IT RESOLVED THAT I, Mayor Henley, on behalf of the Town of Oxford Council, do hereby proclaim the week of April 21-25, 2025, as Administrative Professionals Week and Wednesday April 23, 2025, as Administrative Professionals Day,

saluting the valuable contributions of administrative professionals in the workplace. I call on all employers to support continued training and development for administrative staff, recognize that a well-trained workforce is essential for success in today's business world.

Signed at Oxford, Nova Scotia on April 23, 2025.

Signed: ,
Mayor, Town of Oxford