

grat-i-tude
/'radə,t(y)ood/
noun
the quality of being thankful;
readiness to show appreciation
for and to return kindness.

A BOOK OF GRATITUDE

Words Of Gratitude To Joan Burge
From Administrative Professionals Around The World

noun
,t(y)ood/
the quality of being thankful;
readiness to show appreciation
for and to return kindness.

Joan,

Happy Birthday. As the sun has made a full rotation for you around the sun I know you will mark this day well. Surrounded by your children and grandchildren I hope you truly make the most of your day and take time to be cut off from the rest of the crazy world to focus on them. I have said this before and I will say it again. Thank you for the work you do. Thank you for the lives you have touched. The smallest things from you make the greatest impact on those around you. I am a life that you have changed. You gave me confidence when I had none. You gave me a direction and showed me where North actually is. You are a role model, mentor, mother, wife, sister, friend and a lighthouse to those around you. You seem to have this way of getting into others heads and hearts without them fully realizing that you are there until they take time to reflect later, or start carrying out the work you have instilled in them. I wish you peace, love, prosperity and the ability to go deeper into yourself and find your truest relaxation. Have a wonderful birthday and I hope to see you in the near future.

Staci

I have been supporting the same VP for 22 years, and we can practically finish each other's sentences. Recently, my boss took a promotion within the company, but she was unable to promote or bring me along with her.

Now I will start supporting someone I've never met. I know it'll be awkward at first, especially finding out what he expects of me (and vice versa).

I am reminded of one of Joan's recent "Monday Motivators" and it is so relatable to what I am going through:

If you are polishing the status quo because you are comfortable, beware. Comfort is a narcotic. It takes away your desire to look into the future. It makes you think things will be the same tomorrow as they are today. Comfort will have you expend your energy on warding off the future instead of developing skills to deal effectively with it. Sooner or later, the future will come calling, and all the fortifications you have built won't be able to keep it out. If you are not prepared, the new reality can be harsh.

I always look forward to the Monday emails, and have listened to many of Joan's webinars (something I enjoy each month).

Joan, I hope you have a wonderful birthday (mine is the day before – go Leos!), and many more years ahead.

Thank you for your inspiration, wisdom and weaving a common thread among those of us who support our bosses and their teams.

Lydia S.

I am an experienced Executive Assistant / Administrative Assistant for quite a number of years and was looking for a new job, a new challenge and had been for a number of interviews. I was on the internet looking for tips and tricks to enhance my career which I was passionate about when I stumbled upon Office Dynamics Administrative Assistant 27 lessons. I first thought that would this be of any help to me as I had already been in this position for a long time.

I started looking at the 1st lesson and did not stop till the end at lesson 27. There was so much information on how to work better, smarter, efficiently with confidence. Joan really inspired me with all the knowledge she imparted on those videos. After going through all her videos and many others I went for the interview the next day and got the job. There were so many things I learned from her which helped me land myself a good job.

Lorraine A.

"Joan, here's a little message on your Birthday to let you know how you have helped me in my career - I only discovered Office Dynamics within the last couple of months and already find myself quoting things you have said on a Webinar to people, or to myself for motivation. Monday Motivators give me the little pick-up and smile I need to have a great start to the week. And, as I am the only EA or PA in my office, I have a virtual community I can go to when I feel stuck or alone. Thank you Joan, you really are an inspiration to us all and I wish you the Happiest of Birthdays (my fellow Leo!), Love Jenni from London, England."

Jenni

Here is one of Joan's messages that inspired me a lot. Thank you.

"Star Achievement is a way of thinking... being... and performing. It is a way of life."

Florence

Joan Burge and Office Dynamics is awesome and inspirational. I have learned a lot in doing my day to day job better. Thank you Joan Burge for your insight and thoughts.

Tameika P.

By the evidence of my own mother who is also born on August 16th, these women are a stalwart of knowledge and a pillar of strength. Their candidness and strong intrapersonal skills adds to their personality. I appreciate the wad of knowledge held by Joan and her love for her work which allows her to empath that wealth on upcoming office assistants. Her motivation is admirable and encourages me as a person to refine my skills. Happy Birthday Joan and continue the great work! You are appreciated!

Allana A.

Hi, I am new to Office Dynamics. I just completed the first half of the program and am anxious to graduate in October. I have been an executive assistant for 27+ years but never knew about this program until I came to this company to work last year. The fact that she is so willing to share her knowledge, experience and time with other EA's is wonderful. So often I have seen successful EA's who were not willing to help other EA's for fear they would become better than them or appear to be better at what they do. I love the challenge of learning new things and the opportunities it provides in an ever changing and growing industry. Thank you, Joan, for being a strong, independent woman who helps so many by what you do and share. Happy birthday, with wishes for many more to come!

Lisa W.

Happy Birthday, Joan!

Thank you for continuing to inspire those who call Executive Assistant their chosen career. Your messages consistently highlight the value of creativity, self-confidence, persistence and resilience in our pursuit of excellence.

Lee

Happy birthday!

I found your webinars online about 8 years ago when my past employer cut back the Admin training budget. I have learned so much valuable information from you and hope to have the pleasure of attending your conference one day. Have a fabulous day! Thank you for everything you do!

Patricia B.

I have been inspired and remotivated as I have heard Joan's webinar sessions. Thank you, Joan, for what you continue to offer us in the administration profession.

Louise P.

Joan,

I want to wish you a very Happy Birthday from another August baby (8/25)! I also want to thank you for inspiring professional administrative assistants all over the world. I have been an administrative assistant for over 35 years but I have only known you for 4 of those years. I always look forward to your wonderful webinars where you have interesting topics and speakers. I am at the end of my working career but I look forward to using the tools you have taught us during my retirement as well! I will end with another Happy Happy Birthday, you are an inspiration to us all!

Shelley

Joan, your boundless energy and passion for what you do is infectious and makes me want to be a better Executive Administrative Assistant. The fact that you share so much of your knowledge and experience at no cost to us is astonishing in this day and age of whoever has the most money wins. This is especially important because our institution does not really have a budget for staff development so I look like a hero all the way around with my ever increasing enthusiasm, my personal and professional development, and saving the company money as well. Happy Birthday Joan! May your year be as blessed as you bless others!

Micki A.

Joan,

I just want to say thank you for your inspiration and dedication to the admin professionals. In joining your Office Dynamics Webinars, you give so much advice that I have and will continue to take with me in my career, as not only an administrative assistant, but in future positions as well. Thank you for all you do! I hope you have an amazing birthday!

Angie B.

I've been reading Monday Motivators for many years. It has provided many wise and wonderful beginnings to my work week. I would read them Monday and be inspired to step up and be more, to be a better me. I know because you , Joan have shared life with us, that it hasn't always been smooth sailing and through life's ups and downs, you have always been UP in your messages of inspiration. And now we get to enjoy the many webinars and be stretched to have an impact right where we are. I am grateful for your impact in my life. God Bless you, Cathy Russell of Carmel, Maine.

Cathy R.

I have only attended one training session (on line) a couple of years ago but I enjoy reading her Monday Motivators every single week because I can always find something of interest in what she says. I have posted on our bulletin board, on occasion, a few of her statements trying to encourage our staff here. Maybe one day I'll get to attend something a little more than an on line session but these Monday Motivators have, at times, changed my entire attitude for the week.

Please let her know just how inspiring she is to me. I look forward to reading them every Monday.

Tammy

As an Administrative Professional for over 25 years, I feel proud to say I met you and have enjoyed every word written by you, every inspiring message and every drop of knowledge that you share with us. The Star series changed my profession. It gave a new meaning to my career and to seeing myself as a valuable member of the business. You have taken the time, effort and your passion to help us achieve our goals and believe in ourselves, and that is something that I will always be grateful for.

I wish you love, health, happiness and many blessings today on your birthday and always.

These wise words from Maya Angelou remind me of you:

"My mission in life is not merely to survive, but to thrive; and to do so with some passion, some compassion, some humor, and some style" –Maya Angelou

Happy Birthday, Joan !!!

Elsa (Star Trainer and CEAP Certified)

4 years ago, I discovered Joan Burge and I can safely say, my life has never been the same! She inspired me to step out of my comfort zone and unapologetically be the best I can be. I had the pleasure of taking her WCA training in Las Vegas last year and it was truly a remarkable experience. Thank you Joan! Have a happy and blessed birthday!

Giovanna B.

Happy Birthday Joan! I was one of the first groups to participate in the pilot program at P&G with you. You have been such an inspiration to a lot of people. Keep up the great work. I hope you have an awesome birthday!

Anje S.

Joan Burge is truly a *Rock Star* in my book. When I traveled to Las Vegas for World Class Assistant training in Fall 2015 Joan was recuperating from heart surgery. Joan came in EVERY day to encourage us and meet with us during WCA training. Joan modeled grace and perseverance for us in an outstanding way. Her red lipstick was definitely on during that week! I will always remember how she wanted to make sure our training was top notch even though she may not have been feeling her physical best. Because of Joan and Office Dynamics International, I have pride in my chosen career as an administrative professional and I'm driven to be the best assistant I can be for my executive and for me!

Lynne K, CWCA

I want to express my sincere appreciation to you, Joan Burge, Julie Reed and Office Dynamics. I am so thankful that I was able to be a part of the World Class Assistant graduating class in Washington D.C., in August. What a fantastic opportunity and a wonderful learning experience. This was a great group and the enthusiasm and positive spirit helped make our time together both productive and fun!

There were many topics covered during the conference and Julie did an outstanding job of sharing her expertise with everyone. I certainly appreciated the networking, classroom feedback and suggestions. From this conference, I have gained more direction, opportunities to assess options, a sense of empowerment and most of all, invaluable time spent with other Executive Assistants. Julie is a true inspiration and has a love for teaching and guiding other admins which will lead them to future success in the administrative world. I found it incredibly rewarding to bring back the ideas, suggestions and thoughts from Julie and all of the other admins in the class.

On both a professional and personal level, I believe this certification was time well spent. I have no doubt that this experience and certification has taken my administrative skills to the next level!

Thank you again. I am looking forward to future opportunities for additional training and conferences.

Dena W, CWCA

Joan, I'm new to Office Dynamics. I learned of you and your organization through another Executive Assistant friend of mine. So far, I've attended your monthly webinars and am so excited to go to the annual event this year in Las Vegas.

Thank you for being a guiding light to Executive Assistants at every level. The knowledge that you are providing and instilling in Executive Assistants worldwide is beyond priceless. God bless you on your journey and bringing us all along with you!"

Kathy B

When I entered the administrative profession 13.5 years ago, it was a job. I didn't see the potential in the position that I held. I didn't see the career that it could become, or the doors that it might one day open. Joan, do you know what you gave me with your many Motivational Mondays, books, and webinars? Over time, you instilled in me a passion for this field, and an aspiration to train administrative professionals. You instilled in me pride in this career path, and a desire to be the person who helps other administrative professionals to find that same pride. Over the many years I have been following your work, I have developed a level of confidence in my abilities, and a passion for public speaking, that never existed in the early days of my career. I was once a very timid professional, almost afraid of my own shadow you could say, and I am now a big personality when standing in front of a room of familiar faces, or a room filled with faces that bring opportunities for new connections. That administrative professional who sits looking down at her workbook at a conference for fear of being called on, I was once that professional. Or, that administrative professional who hurries from the last session of the day back to her room, orders room service, and isn't seen again until the next morning for fear of having to make small talk, I was once that professional. You helped me to fly from my comfort zone and never look back, and it is because of you, that I want to help others to do the same.

Joan, I want to wish you the happiest of birthdays on August 16. I hope that you can see the real impact that you are making on lives not only professionally, but personally as well. My life is so full now of amazing people, and it is because I learned to find my voice and to stop doubting myself, much of which came from the motivation in your programs and resources. Professionally and personally you are one of the mentors I attribute to my transformation from where I was, to where I am today. Thank you for all that you bring to our field, you are a bright shining star, that always has her "red lipstick on"

Courtney K.

Thank you for all your hard work Joan. I think people don't realize how intricate this profession can be. You have given us a great platform to connect and grow. Happy Birthday!

Sasha W.

Joan is an amazing woman and role model. She inspires all who know her to be a better person both professionally and personally. I have been a part of Office Dynamics for several years and have taken part in her Star Achiever series that was provided at our office. Everything she teaches is so relevant to our jobs as administrative assistants. I am a better person and a better admin because of the leadership and encouragement that Joan provides. Keep the information coming. You are our never-ending water fountain of information and we are your sponges, soaking it all in. Happy Birthday Joan!

Rhonda K.

I first met Joan during the 2006 IAAP Conference in Reno, NV. I attended her talk, I was fortunate enough to be able to meet her in person, and she signed her book for me. She was kind, caring, sweet, and so very down to earth then, and I believe she is still just that way. She was (and is) always considering herself one of us.

She is such an inspiration to me. Unfortunately, my book is gone as I loaned it to someone and they misplaced it; however, I still have the Monday Motivators to look forward to each week. I hope our paths cross once again in the near future. Happy Birthday!

Glenda

Happy Birthday Joan,

I recently met a coworker at my new job who had the designation CEAP behind her name. I inquired about it and she told me about Office Dynamics International. I dabbled into the website and came in contact with your son Brian regarding an upcoming Conference. I won't be able to make the 3 day conference in Vegas (I have a fear of flying) but I am interested in the On Demand conference option. I have heard your name on many occasions in my past, and finally have the time now to seek your pearls of wisdom. I have been in the Administrative world close to 17 years.

May your Birthday bring you as much happiness as you give.

Tec H.

Dear Joan,

Happy Birthday to a fellow Leo!! I hope you have a great day because you deserve one! You bring so much joy and enthusiasm and gumption to the Administrative community ... it is contagious to feel that my professional truly has value-add!!

You truly are an inspiration to me. The timing of your free monthly webinars sometimes come at a time when I just feel in a rut at my job or feel undervalued. After listening to you, though, I get re-energized!!

I have been a fan of yours and Office Dynamics since your 2010 "26 Weeks of Administration Excellence." I still have all of my notes from these weekly broadcasts!!

I have two of your books: "Become an Inner Circle Assistant" and "Underneath It All." Do you believe I STILL don't have "Who Took My Pen ... Again?" But I will purchase it one day!!

I have always LOVED the statue you have in your office. I remember writing to Jasmine asking where you got it. She told me it's one of your prized possessions from your dear husband. It appears it is no longer available for sale, but to this day, I look for it, especially in antique stores or flea markets (because you never know what you can find).

Joan, thank you for offering your monthly free webinars! Would I be able to attend one of your live seminars? I'm not sure, though you will be coming very close to my home ... I think you said you were coming to Novi, Michigan. (I live in Plymouth, Michigan.) Also, I am getting close to the end of my career as an assistant ... I hope! But one never knows what the future brings.

I wish you very best, Joan! Have a GREAT birthday!!!

Rosie D.

Happy Birthday Joan! I just wanted to take a moment to let you know what an inspiration you have been to me and to so many other office professionals. You have inspired me to be a lifelong learner, to always strive for improvement and to have the confidence to know that I am capable of anything I set my mind to. You have also inspired me to start my own business. I look to you as a role model and a virtual mentor. I am blessed to have had our paths cross and look forward to someday meeting you, where I can then, thank you in person for all you have done to inspire, motivate and coach me to be my very best.

Georgette C.

I'm so thankful to Joan as I found in her Monday Motivators, Facebook Fridays And in the webinars a lot of inspiration for my professional And My personal growth!

Grazie di esistere!

Elena

Happy Birthday Joan! Wishing you a very lovely day.

Thank you for being so motivating and hard working. I have been a PA for 2 years and have watched your webinars since the day I started my very first job! You're remarkable.

Tiana C.

JOAN HAS GIVEN ME PERMISSION TO "LIVE A BIG LIFE".

My life has been spent taking care of other people, often to the exclusion of myself. Additionally, I have been forced to navigate some really rough waters in this journey called life. I have experienced many things that were never on my radar, and that have broken my spirit on more than one occasion. Now as a single, divorced, empty-nester, mother of 4 and grandmother of 13, life isn't any easier. It's just different. I continue to want to be there for everyone and help out in every situation, but I simply cannot! Joan has inspired me to seek for greatness and to live a "fearless, fully functional life" by concentrating on the individual pillars of my life. It's a slow process, and I often take one step forward, then two steps back; but I'm working on me. Thanks Joan, for being part of my journey!

Grace L.

Sandy Middleton

Since embarking on my career as an administrative professional in 1983, I have been passionate about it. It began as a necessity, a means to supporting myself, as well as my two teen children as a newly divorced woman and subsequently grew into a profession in which I take much pride and I truly enjoy.

My only wish, if I could change anything, would have been to meet Joan, participate in her courses and attend her conferences at a much earlier stage. The past eight years have provided me with more growth, both personally and professionally. Thanks to my company who provided on site Star Achievement courses, paid out of the department budget and two on-site executive administrators certified to teach them, as well as a lead administrator on my team who encouraged me to take them, I became acquainted with Joan and her amazing talents to encourage us to thrive in this role. Regardless of level in the company (I have covered from CEO level to director level) or specific title (there have been many) – everything I learn from Joan has been comparable to water given to a flower planted in dry soil. If we apply ourselves to what we learn we grow and thrive much more than we would imagine!

Additionally, thanks to the encouragement from my former CEO's administrator who encouraged me to attend my first conference, I did so and continued to attend the conference each year thereafter, for a whopping six straight years! At the time, I was afraid to even ask – thought unless I was working at a company event, it would be viewed as not worth the cost to pay for my travel and conference fees for training – other than a one-day local course, which

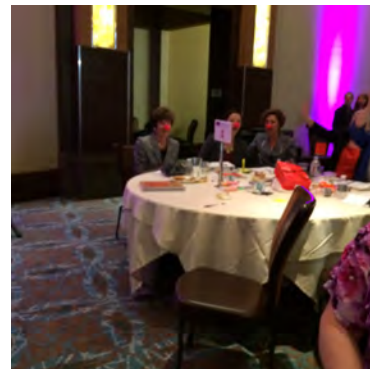
was all I had attended in the prior years. She reminded me that I learned valuable presentation skills in the Star Achievement course and I should take the opportunity to prepare a presentation for my executive, requesting his permission to attend and to sponsor me. By the way, he did not even let me get all the way through it without saying YES-ATTEND! Those have been the best years of my career. Each year I counted the days down to the next conference! Joan changes them up just enough to keep the "veterans" on the edge of our seats anticipating the next one and keeping enough of the basics included for the "newbies." It was quite an honor last year to be among her first team of conference ambassadors. I thoroughly enjoyed the role and the feeling it gave me to be a special member of the Office Dynamics family and to take on more of a role than simply an attendee.

I want to share some personal feelings now. Joan has a way of making me feel very special in a world that does not always make me feel as though I am special at all. She possesses this incredible talent. She displays genuine concern for every individual she encounters, all in our own unique circumstances. The fact that she shares so much with us – the very sensitive matters as she did when she nearly died a few years ago – to her heart surgery details – shows the special individual that she is and why so many of us sing her praises. She always has a warm hug for me when I see her, that sparkling smile that gives her a special glow and encouragement that keeps me going, even when times get very challenging. This past year has been an especially challenging one for me and due to a few months of unemployment and other considerations, I have a heavy heart, being in the position where I could not register for this year's conference. I pray that next year will be different and even though I will miss this special anniversary year, I will think positively about next year. I will remain hopeful that I will attend my year # 7 – with only a one-year delay between.

Sending very warm, sincere wishes to Joan for a super happy birthday (she's still a year behind me) and many more to come. I wish her the very best health, tremendous happiness and continued amazing success!!!

Love you very much, Joan!

Some special photos to share: 1) Joan's fun spirit on the dance floor 2) One of Joan's special hugs 3) Joan's contagious sense of humor – wearing the red nose!



P.S. Your family – both personal and the Office Dynamics family – have become one of the most special families in my life. What you all do for us both professionally as well as personally is unparalleled. Cheers to a fabulous family birthday celebration!!!

The day Joan Burge walked into my life was the best day of my work life ever! I had the privilege of Joan working one-on-one with me in a chaotic work environment. First of all when I found out the three top Executive Assistants of a large company had to go thru this one-on-one work session with Joan Burge, the CEO of Office Dynamics, I thought, well our new Chief Human Resource Officer doesn't think we are qualified for our positions and this is her way of proving her theory to let us go. The second part of our chaotic work environment was our executive suite was under renovation and the Executive Assistants were working out of a copy/file room and that sure wasn't impressive for Joan to see.

Well, I could not have been further from the intention of Bonnie, our CHRO. She was investing in our careers and future. Bonnie knew Joan was the only person with the credentials, poise, professionalism and respect. Those few days I worked with Joan were amazing. From there I knew I wanted more from Joan and was very excited when I found out that she was coming back to teach the one and only, FABULOUS, Star Achievement Series® to our top 25 assistants in the company. Each class she made fun and interesting. I couldn't help being a sponge and wanting more. After each class was over, I was a little saddened because I definitely didn't want it to end but would get my positive attitude going because I knew she would be back in about a month for the next class.

When the Star Achievement Series® classes ended I knew I wanted to learn so much more from Joan. Joan is a book of knowledge who likes to share what she knows! Thank goodness for us!! World Class Assistant Parts I, II, and III were my next adventure. This is another outstanding program that Joan so graciously put together as a boot camp for assistants who want to go that extra mile.

One of my greatest achievements that I owe all to Joan Burge is the ability to get in front of a class (~25 people or more) and teach the Star Achievement Series®, Levels I, II and III. Never in a million years would I have thought that I could ever do this. Joan sees your inner strengths you may not know you have and knows how to bring them forward so you can shine brightly.

Although I'm no longer in the administrative field, I owe who and where I am today because of Joan Burge! I still receive Monday Motivators and get inspired by them every week and always look forward to them on Monday mornings to start my week off right.

Joan, you are my inspiration and I'm so thankful that you entered into my life 18 years ago! I hope you have a wonderful Birthday! And, many more to come....

Tammy K.

I've known Joan since a few years after she started the Office Dynamics "empire". Joan has been such a tremendous role model for me. Her patience and professional demeanor say a lot about her. Joan is such a wonderfully inspiring woman! She has developed so many great resources for the admin community and for that I am very grateful. One of the many are the training videos and the Monday motivators.

Happiest Birthday to you Joan!!

Lisa J.

A colleague referred me to Who Moved My Pen...Again?, and I am devouring it and all the materials on the Office Dynamics website.

With over twenty years of experience as an administrative professional I have to admit that I've struggled to keep the same level of energy I once had. The book and articles have awakened a new passion in me! I am inspired to take action in ways I never considered before.

I hope you will include this short but heart-felt note in the book so Joan knows that her efforts have breathed new life into me. The future never looked so bright! Happy Birthday and Best Wishes,

Beth W.

Joan,

I've attended a few of your live webinars and I also attended the session you presented to the Society for Design Administration (SDA) at one of its conferences a few years back. You get it!

You get what being an administrative person is.

You get what we go through at work.

You get the need for flexibility, and professionalism, and team work, and the need for confidentiality.

You get that sometimes we're the behind-the-scenes support, but that we don't often get the recognition we deserve.

You get that sometimes we need another person's shoulder to lean on for administrative encouragement.

You get that some of us are administrative junkies and always will be, so we're forever learning more and growing more.

Yes, you truly get it, and the knowledge and tips and advice you freely share with your followers is truly welcomed and appreciated

Happy birthday, Joan — you rock!

Judy B.

Dear Joan, you helped me, and those around me, to understand how an energized, thoughtful team can make a difference in the successful execution of our work. You are an inspiration and have shared tools that can help us build our future and enjoy each step along the way. I wish you a very happy birthday Joan. Thank you for being there.

Tess D.

Joan,

You are this kind of person that nurtures people, that wants the whole world to be a better place...and to be more efficient and at the same time fun!

Through the years, I learned a lot from you and the team. Once we see your beautiful face through the screen, either in a webinar, either in a course, sharing experiences, emotions, it's as if I'm talking to someone that is family.

And I think that's what is captivating about you: your strength, your smile and your infinite experience.

Hope you have a great , wonderful Birthday!!!!!! Enjoy your day!

Sylvia G.

Joan,

HAPPY BIRTHDAY!! We first met while I was previously employed at Nationwide Insurance. I was fortunate to have been in attendance at one of your fabulous trainings here in Columbus, OH at the Nationwide Conference/Training Center. Your inspiration and valuable training that I learned during that time spent together has and will forever stay with me! You have been such a fabulous role model to so many people and I am fortunate enough to be included in that circle of folks. :)

On a side note....our grandson, who is turning 5 years old shares your August 16th birthdate!

Have a tremendous birthday, celebrating Y-O-U!!!

Kathy C.

Joan came to Schwan's in Marshall, MN in the early 2000's with the Star Achievement program. Throughout those two years, she made a huge impact on me. I learned so much about myself and my leadership style that has helped me grow into the person I am today. The communication style assessment completely changed my relationship with manager and how we worked together (for the better!) Joan inspired me then, and continues to today, to lead and work with confidence, be aware of the impact I have on others, and choose my attitude every day. My eyes tear up as I reflect with gratitude on those times. Joan, thank you for the leadership and example. I wish you the happiest of birthdays. Sending this message with a big hug!

Lisa H.

Happy Birthday, Joan,

I'm so happy I found you and Office Dynamics. I'm a long-timer in my job and needed some direction. I stumbled across you while looking for professional admin support groups! You have helped give meaning and direction back into my career (I still have a few years before I retire) and I am now able to approach my daily duties without boredom and take on new tasks without fear. I have a renewed sense of pride and ownership in all aspects of my job. And for that, I thank you!

I REALLY love FB Fridays. Your candor and willingness to share good times and bad really sealed the connection with me. You also took the risk on your new book cover and broke away from conventional dress. You rocked your outfits and that provided me with the wisdom to keep looking my best, including looking updated. We now know we can wear denim with class!

I am wishing you the happiest birthday yet!!

Kimberly Y.

From the moment I met Joan Burge, I knew I was going to like her! I am a big fan of "red" lipstick and love the fact that Joan shows her audience that you too can ROCK red lips! Not only when you go out in the evening, but ALL day long! I can hear Joan in my head telling us to remember to build our confidence and self-esteem, remind yourself that you are better and stronger than ever in today's business world, and Joan loves to teach us how to GET all that we deserve in the workplace!

The following is a brief description of Miss Joan: elegant, well poised, energetic, smart, always has a smile on her face, and she ROCKS red lips!!!! You are an inspiration to me and others in my industry, so thank you for all that you do and all the energy you give to Office Dynamics. I am honored to be a part of your celebration and wish you a wonderful Happy Birthday!

Marsha P.

Joan, I love the work you have done for the administrative professionals. I use your books and training materials with the administrative professionals I have worked with in the past and currently. I introduced the 26 Weeks to Admin Excellence videos to them as well as your books. In fact, our organization ordered copies of "Who Took My Pen" and "Underneath It All" for all the admins. They really liked the Office Dragon series and have asked several times to do it again. I also introduced "Executives & Assistants Working In Partnership" to my team. We had several supervisors who didn't know how to work with an admin. You have changed my life as well as the lives of the admins I currently work with.

SANDRA B.

I recently read the book Underneath It All and discovered the world of Office Dynamics! WOW! I am so inspired every time I receive an email or read something on the website. My goal is to attend a conference or two, or three!


I admire Joan's strength, determination and focus to daily be a better person and touch lives of others dynamically.

Thank you Joan, I wish I had been introduced to you earlier in my career, but better late than never! May God bless you more than you have blessed others. Happy Birthday!

Linda F.

Joan is a continuous source of inspiration. I was fortunately able to attend the first Learning at Sea Session and it was an experience that I will never forget. Such a great way to learn and bond with fellow administrators. I greatly appreciate the Monday Motivators! How on earth does she know exactly how we are feeling sometimes????

Joan, you are an amazing woman, mentor and human being. Wishing you many years of happiness, success and good health.

Here's to you 

Deb C.

One of the many things that I have learned from Joan is about confidence!

I used to think that you must be a certain type to wear red lipstick to the office, and that you won't be seen as professional. Joan changed all of that for me!

There is nothing that can contribute to your success like confidence. When I wear my red lipstick I am fierce, competent, and capable (just as I am with it off). Happy Birthday Joan!!

Yolanda R.

I've been a fan of yours for about three years when I started my current job. I've been at various secretary/assistant positions throughout my 30+ years of working. I sure wish that I had been able to follow you and Office Dynamics for my whole career! I so appreciate your great teaching ideas and motivational tactics as they really are wonderful and on point for every stage of career development. Thank you so much all your efforts to make us all better assistants and people.

Maureen B.

I discovered Office Dynamics back in 2014, and continue to reap the benefits of what Joan offers to all Admin. Assts. I appreciate the webinars and would like to thank Joan for sharing her insight and experience. I wish her a fabulous birthday.

Noreen L.

Happy Birthday, Joan! You already know how much I look up to you, but here's a reminder in case you ever forget. Admin professionals have several prominent role models to look up to and take inspiration from, but you certainly take the (birthday) cake in my view! I look up to you as THE definitive role model for the admin profession. And what a fabulous role model indeed! If I'm ever able to exude the poise, class, proficiency, confidence, and 'sexy professionalism' that is so engrained in the very essence of who you are, I would consider myself highly successful. You nail it on all fronts, Joan!

You can include that comment above, and feel free to add any part of my recent email that I sent to Melia. Joan actually personally responded to me after Melia shared my note with her, which was quite flattering – but it shows how true she is to the image she portrays, which makes her all the more admirable. I think Joan will recall me when you mention 'sexy professionalism'. 😊 (sorry If that makes you uncomfortable, but I'm hoping it wont!)

Jenavive

I've been working as an administrative professional for nearly 40 years. I kind of fell into my first position as an administrative professional and then moved from one office job to another. I had pride in my abilities, but it wasn't until I started reading Joan's books and blogs that I realized one could actually CHOOSE to be an administrative professional and enjoy the profession. Making my boss look good, and taking care of the little details of day-to-day work makes me feel accomplished, so for the past several years I've chosen to be an administrative professional, not just work at the job until something better came along. I see so many young administrative professionals start a job with the mindset that it is a stepping stone to something better, and they don't enjoy being an administrative professional. I think Joan's greatest contribution to the administrative profession is sharing her perspective that being an administrative professional is something to take pride in and can be the final destination, not just a stepping stone on the way to something else.

Happy Birthday and thank you, Joan for all you do for our profession.

JANET H.

Joan, in working with you to help admin professionals become better writers, I've come to admire so many qualities about you. Top of the list is your professionalism mixed with your ability to be vulnerable. Your Monday Morning messages have revealed personal events in ways that allow your true humanity to shine through. Your dedication to your company and clientele puts you high on any pedestal. Thanks for who you are and all you do, including all you do for me and my Word Trippers Tips dream to help others. Happy birthday to my professional friend and colleague.

Barbara M.

Hi Joan,

I haven't had the pleasure of being able to attend one of your classes/workshops (which seem to be dynamic), but have enjoyed your many webinars and Monday Motivators for years. I love your life attitude (despite all you been through) and the red lip stick fits your personality perfectly.

Thank you for your many, many years of dedication to the profession. You not only keep us abreast of what's going on now, but what we need to do to prepare for the future. Though I don't dread Mondays (I happen to really like my job), it's always good to read a Monday Motivator to remind me that Mondays are just the start of a week for me to choose how the rest of my week will end. Oh, and the 5 Pillars is also one of my favorites because it reminds me to pay attention to all aspects of my life, just not my profession.

Happy and Blessed Birthday, and may you have many more (blessed birthdays) to come!!!

Angie W.

Joan, you are an inspiration and cherished for your wisdom by so many. You manage to touch the lives and create connections for all across the globe. Your guidance and wisdom has raised my level of partnership and drive to be a better person, personally and professionally. Never lose that spark inside YOU as it lights the fire in others"

Lynn G.

Joan is the person who lights the way for many Administrative Professionals. I came into the Executive Assistant role several years ago and was unsure of the direction I should take. What did I need to do to make my Executive's life easier? What tasks was I capable of handling for my Executive? How far can I push my Executive to complete projects? Was I keeping up with technology to keep me current in my career?

Joan answered all these questions and more with grace and dignity. She showed me my value and what I could offer my organization. My Executive and I have benefited from this message and created learning opportunities over the years. Thank you Joan for all you offer to this Administrative Community and to the rest of the world.

She also showed me how to be professional in the face of a medical issue. I am going through one myself and will be off for several weeks. I will follow her example and face what is ahead, come back healthy and ready to take on what is necessary. Happy Birthday!

Lyn C.

Dear Joan,

With the greatest of appreciation and respect, I want to wish you the happiest birthday ever. May all the love and care that you give to others come back to you tenfold. The life you've lived in service to others is a life well-lived in the years that you've spent sharing your expertise with administrative assistants, your perspective on how to become the very best in all that we do, and all the acquired skills and experiences in your journey that have molded you into the successful business woman that you are today. Thank you for allowing me to be a part of it through webinars and for all that you have taught me. God Bless You Always, Pat

Pat B.

Just like you, I love to celebrate birthdays because I believe people deserve to feel unique. I want you to know that I look forward to my Monday Motivators; there have been so many times I've shared them with fellow admins and friends because what you said really struck a chord with me. Sometimes it's been a reminder or a confirmation for me, and other times I feel that someone else could benefit from reading your words. For that, I receive many thank you notes that should actually be sent to you. I hope that some of my colleagues have joined your emails and webcasts. Thank you so much, and have a VERY HAPPY BIRTHDAY!!!

Janet W.

Happy Birthday Joan,

You are a most amazing gift to the assistants worldwide! Your work is appreciated so much in raising the bar on how assistants think, act and are perceived.

In a previous role, I had 15 executive assistants reporting to me and I introduced them to you and your learning materials. Because of you, they now have a new outlook on their lives and careers. What you do changes lives and you give so much to so many.

Thank you for all that you do because I know you do it with passion and honesty.

You are so very appreciated,

Debra W.

Dear Joan,

My name is Silvia, I am 40-years old, and I am writing from Portugal to express my gratitude and wish you a very Happy Birthday!

Nine months ago, I came to know your work at Office Dynamics, and it has been an interesting and memorable experience! I bought and read your book "Become an Inner Circle Assistant" (love it!), subscribed to your Monday Motivators and I am benefiting from (and enjoying) all the amazing online resources you provide (articles, training videos, webinars, etc.).

I see you as a great leader who has dedicated her life to boosting the administrative profession and grooming sound professionals. Hard work, positive work ethic, perseverance and desire to help others are just a few of your qualities that continue to inspire me. As an entrepreneur, you have achieved remarkable things! All the while, you never stopped being incredibly generous with your time, energy and knowledge, three things that can never be repaid.

Now with the release of your new book, and with your birthday coming up, I took the opportunity offered by your son Brian, to express how I value everything I have learned from you. It would especially like to thank you for all of the support and knowledge you have shared and continue sharing - showing the ins and outs of the administrative profession; your guidance and useful advice - showing me how to be a more effective, happy and empathic person; providing such a strong foundation in a complex and fast changing profession – always encouraging to pursue excellence and to embrace change; opening my eyes to new stages of opportunity and strength – helping me grow my self-confidence and to be better in my career; your words of encouragement and wisdom – they've brightened my Mondays and helped sharpen my life for good; being such a great role model - your leadership and example helped me grow into (and believe in) my potential; guiding me towards the right path – even from afar, you are everything one could look for in a great mentor.

Yes I am a stranger to you, from a different country / continent. And yes, in just nine months you have impacted my life for the best... You are an inspiration to me and I hope to positively affect and inspire others in my life as you have affected and inspired mine. I will always be grateful!

So be proud and blow out those candles, Joan! Wish away!
You are a superstar!

Happy Birthday!

Silvia G.

Happy birthday to a gem. You give meaning and pride to the profession and give those of us looking up to you the reason to be better at our career. Wishing health and joy, many happy returns!

Yewande B.

Joan,

Happy Birthday!!!

Birthdays are a special time for celebration with family and friends but most importantly ourselves. We made another wonderful year. We touch more people lives. I know you have touched mine. I only became an Administrative Assistant a couple of years ago. I only found you a little over a year ago. But when I do a profession I try to do my best and learn everything I can. I have learned so much from your webinars and Monday motivators. I look forward to learning more and maybe someday meeting you. You are an inspiration. Celebrate your day!!! More importantly Celebrate your Life!!!

Michelle R.

When I accepted a position as an executive assistant position just five months ago, it marked a big career change for me. I had worked as an administrative assistant in the past for a few years, but the bulk of my experience was as a contractual university lecturer in English literature. I applied for the job thinking it was a great opportunity, but knowing I'd have stiff competition. When I was contacted for an interview, I started to question my decision to apply given my relatively limited admin experience, but I started Googling and found Joan's website and videos. They were my saving grace! I watched video after video, and read everything I could get my hands on in preparation not just for the interview, but so I could be the absolute best EA I could be if I were lucky enough to get the job. All the preparation worked - I did great interviews and was offered the position, and I love my new job! It's busy, but I'm taking a few minutes to write this because I really owe it to Joan. Without her, I wouldn't be sitting in this office now :) She helped me gain confidence and get excited about my new career, and also made it possible for me to get up to speed much more quickly than I ever would have otherwise. I continue to watch her videos and read her books, and I find constant motivation and inspiration from them. Keep up the wonderful work, Joan! It's very much appreciated.

Heather W.

I am truly grateful to have found Office Dynamics! I have been attending yearly administrative conferences since 2009 to update my skills and recharge my "admin battery". And I have to say, once I found Office Dynamics, I was also able to recharge my personal battery.

3 years ago when I first attended an Office Dynamics conference, I was blown away. I was not used to the more intimate setting, but I found that it was much more enjoyable! I felt more "taken care of" and that my personal needs and feelings were being addressed as well, not just only classroom type training. Also with the Monday Motivators and Facebook Live Fridays...I really feel that there is someone out there that really cares about us and how we get along day to day in this profession.

So Joan, I want you to know that I truly appreciate and value you and everything you have done and continue to do for us and this profession and I am so happy and blessed that I found you and your company because you all have made a difference in my career and my life.

I hope you have the happiest of birthdays and really celebrate in a special way. You deserve it!! Happy Birthday!

Zeena A.

I have followed Joan for many years. I also receive her "Monday Motivators" and they have literally changed my life. Her wisdom, passion and sometimes vulnerable stories have made me laugh and cry with her. The world is a better place because she is in it! 😊

Tammy M.

I would like to take this time to wish Joan the most wonderful birthday. My first memory of Joan a few years ago at my first conference was her beautiful smile, and since then she continues to smile and greets her conference attendees in such a way that we know she giving us her very best. Her conferences and webinars are greatly appreciated, I have learned so much and its helped me advance in my role. I am forever grateful and can't wait to see that smile again in October.

Joan, thanks for all that you have done, I appreciate you & look forward to many more conferences.

Leatrice O.

Thank You to Joan for setting a great standard and for bringing strength and grace to the role for all Admin. Assistant's to follow independent of what company they work for. Her insight and research in to the job title are very valuable because it is so hard to define what occurs in the job title as it changes from company to company and day to day within a company depending on the Leader's needs.

Erik C.

Joan Burge's conferences were one of the first that I attended. IMPRESSED, INSPIRED, EXCITED are not enough expressions for the way I felt when attending that conference. She gave of herself, sacrificed (her husband was very ill) great talks, great entertainment, great and exciting training, group activities, FOOD, we stayed on a lovely resort, I could go on and on. I had an opportunity to be part of a panel and that was overjoyous for me as well. I could see her passion for the assistants and her sincerity as she passed on message after message, example after example to each of us. HAPPY BIRTHDAY JOAN and thanks so much for all you have done and sacrificed.

Kathy M.

Happy Birthday Joan! Wishing you a beautiful day celebrating you!

Thank you for to you and the entire Office Dynamics team for what you do every single day for those of who chose to be silent success partners – the Administrative industry. I am a career Administrative Professional, but it is you who have been on my journey every day. You have been a constant source of learning, encouragement, respect and grace. I welcome the day to meet you in person, and give you a great big hug to say thank you for being my silent partner in my career. Thank you for elevating what we do! I value and appreciate all you do! Wishing you a very Happy Birthday!

Shirley C.

I am an Admin Assistant in Alberta Canada and have been listening to Office Dynamics Webinar's for only a few months now, but wanted to say how much I enjoy, and value listening to Joan's practical advice and thoughts. I have been in the business world for a "long" time and periodically life gets tough, and one starts to allow thoughts of cutting corners. I listened to Joan's advice, and look forward to the Webinars, along with reading her weekly Monday Motivators and it stopped my "current" thinking immediately. Instead of allowing myself to settle, I project the contribution I have to offer, stopped all thinking of compromise, tweaked my attitude, and have gone from blah, to fabulous thinking, all because of Joan's messages! When the student is ready, the teacher appears... in any form!! Happy Birthday Joan, wishing you many happy returns of the day and the years to come. Keep the motivating words rolling, all are greatly appreciated!

Thanks again for all your presentations – they definitely give food for thought! :)

Ann B.

Happy Birthday, Joan!

Thank you so much for all you do for everyone through your business, Office Dynamics. There are not a lot of resources out there for Administrative Professionals, but you have created a wonderful, high-quality educational resource for all of us. I wish you a very Happy Birthday and many more blessed years!

Darlene P.

I first heard of Joan when I was in between jobs and having a difficult time interviewing. I found Joan's webinar and motivational Mondays incredibly encouraging and really helped me to understand my worth as an assistant.

I landed a wonderful role supporting a division president and still look forward to Joan's wisdom.

Andrea R.

Joyful
Organized
Animated
Natural
Boundless energy
Useful information
Respectful
Gracious
Energetic

Great Power in her Positive Personality.

I appreciate the Monday Motivators, as I struggle to enjoy a role that is not a natural fit for me.

Becky

Happy Birthday! May this next year bring you much happiness, joy, and success. I was introduced to Office Dynamix in 2016 and attended both the CWCA and CEAP courses held at Nationwide in Columbus, OH. Learning from you was invaluable. You provided me with all the tools and resources needed to take myself and my career to the next level. You showed me that I should never stop learning and growing. You provided an opportunity for me to network with my peers on a deeper level. In fact, since 2016 I have been promoted twice. I firmly believe that my two certifications played a big part in my success. Thank you for being you!

Kelly

I was promoted to Executive Assistant at my company last year. I have a ton of experience as an EA, but my boss was a newly minted chief executive. She had never had an assistant of any kind and didn't know what to do with me.

To give her some insight, I bought Joan's workbook Executives and Assistants Working in Partnership. I reviewed the book, highlighting all the information that could help my new boss in her new role. She then tabbed certain pages for easy reference, including the entire chapter on project management.

I'm happy to report that this has become one of the most fulfilling and enjoyable roles I've ever had. My boss treats me as her equal, looking to me for feedback on a wide range of subjects, from personnel issues to financial decisions to problem solving and more. In fact, the other day she said, "Although you aren't "management", you are doing a manager's job." She deems me indispensable, and I think a lot of that can be attributed to the early formation of our partnership through Joan's workbook.

So, thank you, Joan, for making my last ever full-time job one that gives purpose and meaning to my work life. You have no idea how much I appreciate it!

Phyllis M.

Dear Joan,

I wish you a very happy birthday full of joy, peace and love. I want to use this opportunity to thank you for providing Administrative professionals all over the world with free resources to build and grow our career. Your resources have been very useful to me and no amount of money I pay to get these resources will be able to express my heartfelt gratitude to you.

Happy Birthday!

Bara

Joan,

What an inspiration you are to all admins! I have received so much value from your experience and listening to you has made me a better assistant. I view the job in a whole different light! Thank you so much for everything you do. Wishing you the best on your birthday and every day!

Gloria R.

Joan Burge – Happy Birthday!

It has been very cool getting the webinars and Monday reminders and everything you offer to all of us clerical types.

Your messages remind me I'm not "just an office assistant" or "just a secretary" so they lift me up and my battered ego gets some much needed comfort.

I'm 65 years old and have been an office worker (under so many different labels) my whole life. It meets my need to be of service. The fields I have worked in have changed but the work remains constant: answering phones, filing, typing letters, etc.

With your organization, you have re-ignited some of my enthusiasm that had almost disappeared! Thank you, Joan, for all that you do and for your ongoing fight to make administrative assistants feel worthwhile and useful. You ROCK, Joan!!!

Lynnette T.

Joan has been such an inspiration to me in my profession. I can remember back years ago early in my career (back when we were secretaries) that was one job that I said I would never want to do, so I avoided taking any position that I would have to perform in that role. Well as fate would have it after a tremendous 20 year banking career; I decided I wanted to do something else. I relocated to Texas after taking three positions one as a Continuing Education Coordinator, a Community Relations Representative and Community Services Coordinator I was in a near fatal accident. After a 2 years of recovery I was finally able to go back to work and because Business Operations had changed; to rejoin the Agency I had to take a clerical position. That catapulted me into learning a brand new job and becoming an Administrative Assistant.


I became a level 1 Administrative Assistant. Well that was the best thing that could ever have happened as I was aging and didn't want to take on a lot of responsibility or the commanding work I once had responsibility for. How little I knew about "Administrative Assistants". To perform at the same level of excellence I was used to I had to take classes and become educated as it relates to the role of an administrative assistant and how to be the best one any Manager, Executive or Director had ever had.

I searched the internet for guidance on what I needed to do and saw one of Joan's videos on social media. She is so exciting I am following her on social media, reading her books, participating in Webinars, etc. She has been a Godsend for my career as an Administrative assistant. I try not to miss any of her webinars because she gave me a new perspective of what the Administrative Assistant's role really is and how proud we should be to have such a position. She is so captivating in her presentations it makes you want to learn more and thus, she has helped me over the years to take pride in what I do daily and I now strive to go above and beyond what the job description calls for and what Executive and/or his Director expectations are for me as Administrative Assistant.

Joan's encouragement and wisdom helped me learn that the role of an administrative was not just sitting at a desk typing letters or answering phone calls as was my first impression when entering the workforce; she helped me learn how to position myself on the Executive team and become valued as Executive's Assistant. Her willingness to share her "secrets" to success as an Administrative Assistant has helped me progress from a level 1 Administrative Assistant, to now striving to move on to the Executive Assistant level.

Happy Birthday Joan and never stop encouraging the Administrative Assistants.

Gloria A.



Happy birthday, Joan Burge!

You are a DIVA!

Dynamic

Inspired

Vibrant

Acclaimed

By Reba Jones, CAP-OM

Happy Birthday Joan! It is an honor and a privilege to wish you the happiest of birthdays! I hope that this coming year you receive ten-fold back all the good you do for other every single day of the year.

As you know Joan, I am a huge fan of yours! I have had the honor and pleasure of attending two of your annual conferences and several of your courses. I have obtained my CWCA and CEAP credentials through your Office Dynamic courses. I have been taught by the very best!

The thing that resonates most with me about you is your passion and commitment for our profession. You put your heart and soul into trying to help administrative professionals be their best. You are always very professional but yet very down to earth and people can feel the unequivocal devotion you pour into everything you do for this industry. You can also tell you enjoy life to the fullest and it is infectious when you speak. You are truly a world class leader!

I so enjoyed working with you and your sister a few years back when my executive back then, Alistair Butler, videotaped a segment for your conference. I remember going to your conference last year and seeing you in the hallway and you remembered me. I was amazed because you meet so many people every day and you remembered me (what a boost to my ego let me tell you!).

Joan, what sets you apart from others, is that you walk your own talk! You backup what you say every single day by living your life to its fullest, by not giving in, by striving to be your best, by not letting adversity get you down, by when life throws you a curve ball you go down swinging, by helping others even when you are tired, have struggles of your own or have a full plate. I absolutely love your 5 pillars and what they stand for. I love your daily huddles and have instituted it with my executives. It was a golden rule for Alistair and me. Not so much with my new executives but you know I keep plugging away until they realize the huddles are as essential to them as they are for me.

You are a rock star Joan! I hope your special day is filled with sunshine and wonderful vibes from sun up to sun down! I hope you get to be surrounded by your loved ones who cherish you. I consider myself so very blessed to have had the privilege that you entered my life, because as with many, many, many others, you have enriched my life more that I can ever tell you! Thank you for being you!

Happy Birthday and God Bless you Joan!

Patty C.

Most people would imagine a busy CEO would not have time, nor be interested, in our profession. This is far from the truth when it comes to Joan. Anyone meeting her can tell right away how much she really cares.

She has been tremendously helpful to the Office Professionals group at my work. One instance is when we wanted to know more about her administrative package on CDs. She took time out of her busy schedule to talk with us personally on Skype to answer our questions. This impressed us greatly. Currently I am enjoying her monthly Web-Ex training, and I have read several of her books.

We have all learned so much from her over the years. And I'm looking forward to spending time with her in upcoming conferences.

Jene C.

Happy Birthday Joan!!!

I am relatively new to your program but absolutely love your energy and excitement about all the work we do each and every day. I was given your name by Nancy Frazee when I started at Chevron in Oct 2017. Your messages and guidance make me so proud of what I do. Thank you and hope you have an Amazing Birthday and Year!

Shari M.

Thank you, Joan, for the incredible influence you have been in the Administrative Professional world. You have made us feel amazing about ourselves and helped us to rise to our potential. You are always encouraging us to be our very best, and then a little more. Thank you again, and HAPPY BIRTHDAY!

Marie D.

Thank you, Joan for your commitment, dedication, persistence, forward thinking and NEVER QUIT ATTITUDE. You have built a legacy and produced a great platform for Executive Assistants to grow and excel in their perspective roles. Your posts, tips and encouragement has been inspiring, life-changing and a huge help in my career. Thank you and God bless you with peace in life, business and all of your endeavors.

Lisa H.

Joan,

I am an old dog who had to learn new tricks.

I lost my husband 2 ½ years ago and had not had a full-time job in 30 years.

After a couple of months, I had to decide how I was going to support myself. I was journaling each night, trying to work through the grief. I decided to start a new page.

I wrote about things that gave me joy – something as simple as a hot cup of coffee, fresh from the machine, to helping a neighbor with a solution to a problem.

After 3 months, I took that list and started looking at jobs to see where I could use my skills and have my joy too!

Administrative Assistant was the answer. I went back to school for 1 year to gain my MOS skills and certificates.

Making connections with my professors was the key to an amazing internship and after six months, a full-time job with an international company.

I came across your classes one day and signed up to receive your Monday Motivators. I look forward to them each week!

Your July 9, 2018 was especially dear to my heart. I have flagged it and keep it in my in box to read whenever I need reminding of how far I have come and how I can improve my future.

Thank you for being such a champion of our industry!

Patti W.

Joan has been an amazing and inspiring role model! Her enthusiasm is infectious and encourages me to continue to improve my skills and aim ever higher!

Her many webinars have provided a wealth of information and guidance!

Thank You Joan for your endless support & encouragement for administrative professionals everywhere!

Red Lipstick On!!! Happy Birthday Joan!

Cheryl W.

Joan, it was approximately three years ago, your email about your program came into my email box. It spurred some curiosity in me and I began to read all the information thereafter, including the Monday Motivators. I want you to know how sincerely thankful I am for your great programs which have inspired me to improve myself, not only professionally but personally also. Have a wonderful birthday, and many, many more!!!

Susan G.

I stumbled across Joan's Office Dynamics website back in the early 2000s. I was immediately impressed with her passion and practical tips and knowledge. She had been an executive assistant, which I aspired to at that time. Her messages resonated with me deeply, and still do. I started subscribing to her Monday Motivators and have shared several of her messages with other admins throughout the years. I had the privilege of attending one of her training sessions in Red Rock in the fall of 2004. I still call on that training today. Her professionalism, honesty and sincerity have always been at the forefront of what she has shared. I cried when I learned about her husband's illness and passing. I rejoiced when I learned about her hiring of Jasmine, who also inspires me, and I am grateful she fights and strives for good health every day. I respect Joan more than any other admin in the world. She has confirmed for me that being an admin is an honorable and respectable profession. Her Adminology series taught me so much. I still go back and watch those videos. I love all the training that is available through videos and webinars at no cost. Those have helped me immensely in my career. I especially remember the story about the palm trees and the message that we have to bend with the pressures of the world, but not break. I have taken a lot of her messages to heart – believing in the admin profession, always striving to learn and grow, having confidence, integrity, and a willing heart. Joan is a woman of great class and grace, who has changed the admin profession for the better. Happy birthday, Joan. You are the best!

Katherine.

Joan,

Thank you for inspiring me and other administrative professionals around the globe. I have read your books and listened to your webinars, and you are always positive. I come away with new insights and a new appreciation for our profession. You are truly a motivator who also inspires and encourages.

If I have one wish for your birthday it would be that you receive just as much love and encouragement as you send to all of us!

Thank you, Joan, for all you do for us and for our profession! Have a wonderful birthday!

Michelle B.

Joan,

All of the Star Achievers here at the Boy Scouts of America are thinking of you on your special day and sending you many happy returns of the day.

All of the SA materials, and of course, your assistance were invaluable in ensuring our success in our first Star Achievement Series. Our second is well underway, and we continue to see your signature and feel your support in our courses.

We hope your day is wonderful and that you know how much you are genuinely appreciated.

Happy Birthday, Joan!

Martez M.



Joan,

You were one of the first influencers I became aware who was out there in the world making a difference for those of us in this wonderful profession. I remember my excitement at the time! The pride I felt in what I do increased ten-fold because you legitimized it even more. Through your books, emails, webinars, and videos you inspired me to take my career to the next level. The enthusiasm you have for our role is contagious and I've introduced other professionals to you and your teachings. Through your encouragement I have become a leader within my organizations not only to other admins but I've encouraged leaders to work with their administrative partners more strategically. You opened my eyes to greater possibilities and I've never been the same!

Thank you for your tireless work on behalf of all of us. Your efforts continue to ripple across the globe. May this next year be full of new blessings. Happy Birthday!

Brenda H.

Hi Joan,

Happy birthday. Your work has inspired me so much to grow in my position. The articles and webinars are so informative.

Wishing you many more birthdays to come.

Nancy E.

Joan, I took the WCA office dynamics course in 2015. To this day, that course has stuck with me, making me feel that I am world class every day! Since your course, I fulfilled a goal of mine to become a paralegal for my firm, and I was promoted to office manager. I truly believe the WCA course is where it all started for me to excel, and become an exceptional young professional. For that; I thank you!

Joan, I would like to wish you a very happy birthday! You are a Leo, just like me, and it shines off of you as you are such a fierce woman and leader! I have nothing but respect for you and I am so grateful to have met you. You are a part of the professional I am today! I wish you continuous years of health and happiness!!! HAPPY BIRTHDAY!

Best, Caitlyn C.

Joan, you have inspired thousands of professionals all over the world, including me. Thank you for your tireless commitment to us, the example you set and most of all your genuine heart. Happy Birthday.

Deanna P.

I would love to bless your mom with a thank you for all of her work. I have not been with Office Dynamics long but she has inspired me to be better in my position. It is wonderful how her training has improved my performance. I can tell that my boss see the improvement and is happier as well. I look forward to doing more of the trainings and strive for excellence! Happy Birthday!

Merlea L.

My fondest memory of Joan is when I took WCA 1 and WCA 2. It was the most enjoyable learning experience for me thus far in my career. I still have contacts here at work that were at the class with me. I gained confidence and learned how to become a strategic business partner with my boss. I cannot wait to go through the STAR series. Just waiting on a class to be formed. Thanks Joan and the entire Office Dynamics Team! Happy Birthday and I wish you the best birthday ever!

Melissa G.

Joan,

Thank you for the inspiration and tireless work for Admins! You've been such an energy boost to me since we have been in the business about the same amount of time – thank you for taking it to the next level for us and yourself and inspiring and giving us tools to use every day!

April.

Wow...Where to start?!?!

I receive many emails from a variety of administrative professional sites every single day. The only ones that I open are from Office Dynamics! I look forward to the Monday Motivators and other valuable emails sent by Joan and her team. I sincerely appreciate the free webinars since I have 2 designations that I must maintain, so the numerous webinars throughout the year help me achieve my yearly CE goal. Joan is truly an amazing individual, and it's certainly a privilege to be a member of her contacts!!

Wishing her a wonderful birthday, and continued success, good health, and peace for many, many years to come!!

Debbie F.

Dear Joan,

I have been a huge fan for over 10 years and had the pleasure of meeting you when you were in Atlanta a while back.

Sending you birthday wishes and I hope you have a wonderful day.

Thank you for what you are doing for the Administrative Assistant Profession in helping us to become the best that we can be.

Sheila M.

Joan has inspired me so much in the past six years since I discovered Office Dynamics. I have attended numerous webinars that she has offered and have learned something from each and every one of them. One of the biggest takeaways for me has been branding myself in my profession. I started the job I'm currently in as a Receptionist and I now am the Senior Office Administrator.

I used to be the person who was easily manipulated and coerced, and never thought that I mattered. Now, in part through watching Joan's webinars, I do value myself and my contributions to my office. I have more confidence, which has allowed me to offer ideas to improve our office and take part in implementing new processes. I am doing more program work and have taken on some accounting functions in our programs.

I love that Joan speaks boldly about her church and her faith. My faith has brought me through so many storms in my life, including divorce and losing my home in a flood. Knowing how to hold on to the anchor of my faith, Jesus, is the single most valuable life lesson I've learned. While I've grown, and my job has grown, it has been important to me to maintain my core values as a person. But sometimes I feel quite alone as a Christian in the workplace. What I've learned from Joan has given me confidence to shine with confidence as a child of the King! I know that I am representing not only the administrative profession, but also my Father in Heaven.

Thank you, Joan, for being authentic, enthusiastic, and fantastic! I wish for you birthday blessings and many wonderful days ahead as you celebrate another trip around the sun! May your coming years be your best, brightest and boldest yet!

Lynda C.

I have only known about and interacted with Joan and Office Dynamics a couple years now and in this short time, I have found her to be a woman of tremendous knowledge in the field. She seems selfless and certainly extremely very passionate about what she does. I particularly enjoy her "Monday Motivators" and even shared an excerpt on "Polishing the Status Quo" with my seniors. You may not remember this, but several weeks ago I was experiencing a challenge in the workplace and you passed it on for Joan to address it. Believe it or not, and to my surprise, Joan responded!! The advice was very helpful. That right there is what I call a Woman of Excellence – taking time out from her busy schedule to offer advice to someone she does not know. My prayer is that God will continue to bless this mighty woman with the gift of generosity because indeed she has a very big heart which I am sure is felt globally through her webinars for Administrative Professionals.

Lynette

Joan Burge and the Office Dynamics team reminded me to make this job fun for our support staff. It is so easy to get caught up in the day-to-day to-do list, but Joan's webinars (and books) made me laugh and helped me to remind our support staff that this job can be a lot of fun along with the hard work. Whenever I encourage other Admins in their professional development, Office Dynamics is one of the top websites I suggest. Please thank her (and I know her family helped to make this possible so thank you all as well), and thank her team there at Office Dynamics.

Gina D.

Joan,

Sending Happy Birthday wishes your way! I hope you have a spectacular day and an even better year ahead! Please know all the work you do for the administrative profession does not go unnoticed. You are a trailblazer and role model. Your positive attitude is infectious. Your words of wisdom are an incredible gift we are so fortunate to receive. I wish you continued success, Joan. Thanks for making me a better assistant.

Simone A.

Joan is a ROCKSTAR! She provides excellent information, great advice, and super tips all with her fantastic attitude and red lipstick. She is THE GO TO RESOURCE for anything to do with administrative professionals and much more. She motivates, engages, encourages, and makes us want to be better and do better!

We started a TEAM Administrative Network in our organization where we foster career development and share information for the Administrative Professional. Joan is our starring player and we look to her as our mentor!

Thank you, Joan! Happy Birthday!

Lisa R. and Penny M.

I feel very privileged to be an Executive Assistant to a President and CEO in a downtown high-rise. From a teaching career to landing in a position in which I was not trained, I am thankful for the support and knowledge that I have received through your emails, webinars, and books. You sincerely love what you are doing and it shows! Your instruction and delivery is peppered with humor and personal stories that help me remember that someone else has been through this before. Thank you for being the voice that gives me the hope, confidence and determination to love my job and get my work done. May you have the happiest of birthdays!

Julie H.

When I first came across Joan and Office Dynamics I was thrilled. I had finally found someone who showed me what I had the possibility of becoming. She helped me to see this as being

more than a job, but a career. Joan made me proud to be an administrative professional. The training, tips and videos have helped me to become a better professional. She is so transparent, giving and real. Thank you so much Joan for all that you do for Administrative Professionals everywhere.

Chandra J.

I came to know Joan by attending her Certified World Class Assistant classes in October of 2014. She was coming off treatment and was very fragile. I was amazed at her determination to move forward and continue. She could have cancelled, or ask the group to reschedule for a later date but she did not. This inspired me, it shows her great commitment to all administrative professionals to arm them with the things they need to be successful. I feel I am a better assistant than I ever could have been with her guidance, whether it be from a book I read that she wrote, a lesson from her training or the messages she sends out every Monday, "Monday Motivations". Joan is a leader, an inspiration to all who meet or encounter her, a kind soul, the woman I want to be like. Joan is a driving force!!!

Franci

I graduated from the Star Achievement Master Level on January 14, 2010, and was chosen as the speaker for my graduating class. I was so honored to stand in front of my colleagues to celebrate our growth and achievement. My company invested in our growth and I was stunned when the CEO, Head of HR, multiple senior leaders and my own leader (who flew in for the event) were there to honor us. Joan's educational program "smoothed the corners" by allowing me to hone in on my strengths, examine my perspective and attitude, and to focus on what it means to be a true partner with my executive team. I was an experienced Executive Assistant and Joan's direction to Always Learn, Always Strive to Improve, and Live a Big Life elevated my professionalism and my partnership with my executive team. Additionally, going through her educational program forged lasting relationships with a large group of colleagues from around the country. I will forever be grateful for the inspiration, positivity and support Joan provided to my career and life.

I've attached my graduation speech (which is filled with many of the buzz words used in my company at the time, but I think it will give you a flavor of the emotions I was feeling as I approached the completion of the program).

I've also attached the professional photo that was taken at Joan's annual conference THAT year. It was a highlight.

Chris B.

Joan has been my Administrative Shero for the past two years. The webinars and workshops have been my lifeline at work. My professional development in my job has been mainly through

Joan. My skills as an Administrative Assistant have skyrocketed because of Office Dynamics.

Joan's personality is above what most would call excellent and I strive to have her outlook and everything I do. Last but not least Joan is the role model I've always wanted.

Aline

That as an admin we are always learning and growing. That our job is constantly changing, and we need to stay current to be able to assist others. And yes, we are the heroes of the office 😊

Happy Birthday Joan!

Cynthia

Happy Birthday Joan,

Wishing you a very happy birthday. I hope you have a very special day. Praying for God's blessings on you, your family and business. I am so grateful I 'found' you on the internet. Your training opportunities, Monday Motivational messages, encouragement and willingness to assist and grow Administrative Professionals is greatly appreciated and has not only benefited myself personally but our team as well – Knowledge is Power – so thank you from the bottom of my heart for your kindness and generosity in sharing your wisdom, experience and knowledge.
Heather

Heather S.

Joan,
I don't meet many people who have the same name as me. I've first met you in 2010 at the Office Dynamics Inner Circle Seminar in Washington, DC. It was then I realize that I've met a very inspiring person whose outlook was professional growth for the administrative profession. Over the years I've continued to reach out to your organization and you by grabbing as much knowledge as I could which has helped me tremendously. Joan, I thank you for sharing your knowledge and I wish you a wonderful Happy Birthday.

Joan H.

Dear Joan,

Monday Motivators! What a great way to start the week. A little inspiration as well as a kick in the rear to keep us striving to be better and to keep us moving forward. And I LOVE the webinars. I have been unable to attend any actual seminars and the webinars let me know there are thousands of Admins out there going through the same issues I am. It is comforting, encouraging and motivating! Your dedication to continual education doesn't allow me to become complacent – thank you.

Thank you so very much for what you do. You are obviously blessed with a great team that supports you and helps you to help all of us. I personally, am very grateful for you and your team.

I hope you have a GREAT BIRTHDAY. And that you keep supporting us for years to come.

Kathie L.

Joan,

Just wanted to say thank you for your unconditional dedication & support. Everything you do at Office Dynamics International has inspired every one of us to do better, stay motivated and continue to grow professionally and personally. There are no words that can express my feelings, but know that we value you! Keep up the great work, because you are touching so many lives.

Happy Birthday and my God continue to bless you, because we are blessed in return as well.

Margaret

Joan,

YOU ARE SIMPLY AMAZING! I learned about you and Office Dynamics last year when a friend of mind told me about your free webinars and the Monday Motivation. Since reading the Monday Motivation and taking advantage of your free webinars, I have learned valuable information. The information you and your guest share is extremely important and helpful in my role, it has also helped me in my growth as an Administrative Assistant. Thank you for all you do to help grow Administrative Assistants to be just as amazing as you.

Cheryl B.

I'm grateful for each Monday morning, because of you, Joan. It's the best start to every week.

And you somehow seem to know exactly what I'm going through. I receive them when I need them the most. They just show up in my inbox, straight out of Admin Heaven!

What you've done, and what you're doing, is incredible. I've grown personally and professionally because of your webinars and books.

Thank you! I am crying tears of gratitude. Time to invest in some water-proof mascara.

Kari S.

I haven't had the privilege of attending any of the seminars or meeting Joan, but she has inspired me in so many ways. One of the biggest things I think is knowing that I am valuable. That an assistant is a very important role to play in this ever-changing world. Being a part of a support team is highly admired and to never take that lightly. My mom was an assistant for many years. In that time they were considered secretaries and not valued much at all. Joan has placed an emphasis on how important any assistant is and respect should be given to anyone in that position. Thank you, Joan, for making me feel valued as a person and an assistant. Happy Birthday, Joan, I hope this birthday is the best one yet!

Jennifer G.

How Joan Burge Made Me the Administrative Professional I Didn't Know I Wanted to Be...

As an administrative assistant starting out many years ago, we weren't given many opportunities for attending training seminars, online, in-state, in-house or anywhere else. The job was simple – you typed, you filed, you made travel and entertainment reservations. It wasn't a "career," it was a job. I wanted more, so I did my research, I went online and read what I could, I purchased books and created my own library – there were two names that stuck out that somehow I felt that I could and should trust – Melba J. Duncan and Joan Burge.

I've purchased and read everything ever written by these two ladies over and over, I've even shared the knowledge that I gained by giving these books to new and seasoned admins as gifts. I had the opportunity to meet and talk with Joan when she was at an International Association of Administrative Professionals (IAAP) annual meeting. After my brief personal discussion with her and listening to her conversations with other attendees, I realized that there were things that I had not "owned" about my position. I returned home, intentionally re-read her books and took the time to REALLY evaluate what I wanted to do with my career – take it to the Rock Star level!

I refocused my energies and passion and I went from simply having a job as an administrative assistant to having had a long-standing career as an Executive Assistant, who also mentors others and still shares Joan's books!

Debra P.

Hi Joan – I do not personally know you but have read some of your work and it inspires me to continue to be a top notch legal secretary in my field. Happy Birthday!

Robin L.

Although I was out of the administrative professional role for some years, I came back into the role just a little over 1 year ago. Needless to say, my skills had become a bit rusty and needed some help ASAP! We have a group in our organization which provides a forum for Assistants to share information , discuss processes and procedures and collaborate on how to address current challenges which allows Administrative professionals to provide the best support possible to our clients and managers. During one of our meetings, a colleague recommended several of Joan's books as excellent source of help and information. One of my favorite "Become an Inner Circle Assistant" which has helped me in many ways! I also take part in her video sessions when I can.

Just want to thank Joan for her work and dedication and in helping reorganize and re-sharpen my skills to be the best Administrative Professional I can be! "

HAPPY BIRTHDAY JOAN! AND THANK YOU!

Connie M.

I found Joan shortly after starting my first year as an admin. I didn't know this profession would be my calling, I didn't know all the growth potential ahead of me, and what I really didn't know was that there was so many around the world who felt the same. Joan helped me learn all that by providing continuous resources to admins and sharing her passion with all of us. I am inspired and refreshed by those resources all the time. Thank you Joan for giving a powerful voice to this role, and making me believe what I had already felt, that this role is so important to any organization.

Look forward to meeting you at WCA in Atlanta!

Thank you, Diane M

I have been following Joan and Office Dynamics for many years. Living in northern Canada I haven't had the opportunity to attend an annual conference in person, but have enjoyed the

conference sessions online. I own and have enjoyed several of her books and soak up Monday Motivators every week. Please share this message in the book for Joan (feel free to edit and give you consent to use):

Happy Birthday Joan and thank you for raising the significance and value of the administrative professional. Your hard work and dedication has raised the awareness of the role and all it can bring to executives and organizations. I have been following Office Dynamics for years and have enjoyed your online conference sessions and webinars. I own and have enjoyed several of your books and soak up Monday Motivators every week. Thank you and Happy Birthday!

Nicole B.

I believe that God puts people in your life when you need them the most. When I met Joan in 2016, I was inspired by her passion and desire to help people, specifically Administrative Assistants, see and achieve the potential they have in themselves. Joan lit a spark in me that was missing. She inspired me to think about my own professional development and be confident in my talents and abilities. She reminded me that I am my own worst 'dragon' and encouraged me to move away from the fear of failure in order to see the possibilities in my own career.

I've been in the learning and development field a long time and have attended many development courses. I've seen them all! However, it's been my time with Joan that has truly left a lasting impression. I believe it's because Joan has walked the walk. I too was an Administrative Assistant many years ago and worked my way to where I am today. Joan brings such a huge amount of credibility to everything she says and does. And, more importantly, her message comes directly from her heart. You can see it in the way she interacts with others and the passion she has for her business.

I have enjoyed every minute that I've spent with Joan and always feel refreshed and inspired after time with her. I wish her all the best that life has to offer!

Johna L.

I wish Joan was around when I started in the administrative field (1970's). What a difference she has made on those in our field. I just celebrated my 30 years with the Walt Disney Company and I know that many of the others probably feel the same way. Well done Joan and keep up the great work you do. It is very inspirational and most importantly, USEFUL!

Rose S.

Joan,

Thank you so much for your dedication to the administrative world. I participate in many of the webinars and am currently compiling the Administrative Procedures guide for our admin team. I have applied many of your views, ethics and plans of action to not only my work environment, but also to my personal life and I believe I am a better admin (person) because of you.

A saying that I have posted to my monitor from Natalie Goldberg is:
"Follow what you love and it will take you where you want to go."

You have certainly followed what you love.

Wishing you a very happy birthday,

Bianca F.

Joan, I have been an Admin for 6 years and listening and learning from you have help me grow in my field, on this note:

May your birthday and everyday be filled with the warmth of sunshine, the happiness of smiles, the sounds of laughter, the feeling of love and the sharing of good cheer.

HAVE A BEAUTIFUL and BLESSED BIRTHDAY!!!!!!!

Marietza B.

It is my pleasure to share a fond memory of mine of Joan.

Joan is indeed an inspiration. I attended the OD Conference in 2013 in Las Vegas, and had the opportunity to meet Joan then. Her joy, sincerity and enthusiasm for the profession is so present and amazing. I thoroughly enjoyed the conference, the opportunity to meet others, but mostly to glean the interesting and very useful information I was able to apply in my day to day operations since then. Joan's insight and vision for the industry is spot on, and she's always looking forward to where we're going and how we can best apply ourselves and our gifts. I am grateful for having met Joan and having gleaned a wealth of information and enthusiasm from her.

HAPPY BIRTHDAY JOAN! And many, many more.

Penny B.

Dear Joan,

I have been following you for about six years now. Two words to describe you – Passionate Inspiration. That is what you mean to me. What I have noticed over the past six years is how passionate, consistent and inspired you are in your work. It is that display of values that gives me focus and clarity to do what I do.

I have been in so many fields, the longest reign being administration in my 30+ years of work experience. But the skills I've learned in administration has led me to getting my bachelor's degree in Journalism and moving on to get my master's degree in marketing; and ultimately starting a business of my own as a coach, healer and lightworker. These same values I share also, can transition into any field.

What I know for sure is, you, my dear Joan are a light that shines so bright, that it gives other admins permission to shine BIG and BRIGHT as well.

Brilliantly yours,

Mi'Chaela M.

Happy Birthday, Joan!

I hope you have a fabulous birthday and that people jump in and surprise you! If I have a spare minute at work, you are my go-to-gal! I love your book, webinars, emails, and worksheets! I have used the material in my position to keep working in a mode of excellence as our company went through a series of layoffs in 2016. I was recruited to work in this position and just 5 months into the job my manager and most of the team were let go. It was heart-breaking. I used your material to cheer myself up and the other Administrative Assistants. We helped those who lost their jobs with a fresh boost of your encouragement. I had three bosses in one year as the layoffs continued, and I am so thankful to have had you by my side. I could not have done it without you! Thanks a million! May God bless you as you boost this important position to the value it should be in corporate America.

Best Regards,

Debra B.

Happy Birthday Joan! You never fail to inspire me. You push me, you motivate me and remind me that being an administrative professional is a respectable and fulfilling career. I've been an admin for 34 years (I fell into it accidentally because I could type) and you were the first to validate my belief that admins should be treated and valued as professionals who contribute to our companies at a high level. Learning from you that I could be a "strategic partner" with my executive opened my eyes to my potential and drives me beyond my comfort zone. I've grown so much in just the past two years and I know it has a lot to do with encouragement and advice I get from you on a regular basis. Thank you for being an insightful and articulate advocate for our profession. You have a way of honing in on what's important, imparting relevant and practical advice, all while respecting us as individuals and as a whole. I can wait to meet you next month at WCA in Atlanta, and I'm looking forward to the challenges you have in store!

Lynda B.

Yes Joan is a precious jewel. I met Joan during my tenure as Senior Executive Assistant to the General Manager of the District of Columbia Water and Sewer Authority. I attended IAAP Conference where Joan was one of the conference facilitators. We followed up with each other after the conference and I invited her to come be the guest speaker, for several years following, at our Annual Administrative Professionals Conference. She was truly an asset to our administrative professionals. I also attended, for several years, Joan's Annual Conference for Administrative Excellence at the Red Rock Resort in Las Vegas where I experienced one-on-one learning that was truly wonderful. After I left DC and went to Maryland to work at the Washington Suburban Sanitary Commission, I invited Joan, again, to be the facilitator for our Annual Administrative Professionals Conference. That group truly enjoyed her as well. I have learned a lot from Joan, from...how to be the best you can, how to communicate with your peers and leadership, how to brand yourself/your skills, how to handle conflicts, and much more. She and I met several times during her visits to the DC area and when I attended future IAAP, Office Dynamics, and/or APC events. I have purchased several of her publications and am awaiting the release of her latest publication.

The experience and knowledge that she has is exemplary and she deserves something really nice on her special day. I only wish I was there to celebrate with her.

Thank you for allowing me the opportunity to acknowledge your mother and our Administrative HERO, Joan Burge!

Lisa

I've only been able to attend one of Joan's conferences about 4-5 years ago. What a great experience it was! Since then I have read all her Monday motivators and shared many of Joan's inspirational ideas with the rest of the Administrative Professionals in our district.

I am so grateful that I was able to attend that conference and meet such a great leader who has helped me in more ways than she knows.

Many Thanks Joan!!!!

Debbie J

Happy Birthday, Joan!!

Thanks for being a part of my professional journey as an Executive Assistant and making an impression on all of us. Investing in my CEAP was one of the best decisions of my career.

Relax and enjoy your special day.

Socorro

Joan has been to my administrative career success.

Joan is raw, real, and powerful (have you seen her POWER RED lips, whew). IF YOU ONLY knew her story. She doesn't sugarcoat her words, and consistently gives unselfishly of her wisdom and extensive experience to administrative professionals. I have worked in the administrative profession for two decades, but only became aware of Joan in the last five years (my misfortune). Not only have Joan's tips led to being promoted to an Executive Assistant role, but I gained an enormous library of tips and strategies from Joan that I have shared with others. I am crying as I write this, but I will try and make this brief...One of the sweetest and most powerful tips Joan taught me is the importance to never lose hope. My life changed on 5-12-18 when our family discovered my father was diagnosed with Stage IV prostate cancer. It was a devastating blow as I pictured a man who I'd never in my life even seen take a Tylenol. The worst part was my father had known since February 2018, but didn't tell us because "he didn't want to burden the family." Joan's Monday Motivator email on 5-21-18 was "Life Reframed" and she reminded me that the greatest weapon against stress is our ability to choose one thought over another. I could no longer focus on the cancer, so I chose to focus on the good times we have (and have had) with him. I am going to cherish EVERY moments of my father's life. Joan, THANK YOU for inspiring hope and perseverance in this young (45, lol) woman of color! Smooches!

Dawn F.

Ms. Joan,

I began getting valuable information from Office Dynamics in 1999, when I was awarded my first fulltime office position. I ordered Office Etiquette and several other books that Ms. Joan recommended from her online webinars, e-mails, etc. The book Who Moved my Cheese by Dr. Spencer Johnson. Ms. Jan spoke of these things "Life is 10% of what happens to you sad 90% of how you react to it." When change happens is it as sudden as we think or are there clues? Have Faith: you will find new cheese if you start to search for it and lastly, Visualize success: "It's the cheesiest!"

Those are some of the things that stick out in my mind that Ms. Joan mentioned in many of her Seminars and Webinars. She always gives the advice that helps me through different chapters in my professional life. Whether it was easy tips to get organized, to setting up repeating meetings, to evaluations. I've always learned a lot and continue to do so.

When I decided that I was worth more than what others thought of or about me I stepped out on Faith and let me tell you – When I closed that door 3 more opened. And that happened when I to let go of Old Cheese.

Ms. Joan you give so much great advise about moving forward and building on what you have learned and continuing to grow. We are all Blessed to be a part of your circle.

*Note: references to book Who Moved My Cheese by Dr. Spencer Johnson

Willa W.

Joan – I have been an administrative assistant for over 20 years but the first 10 years I was searching for a mentor that could lead and inspire me as an effective professional administrative. I kept searching for resources and I found you. Joan, you are my mentor, teacher, and councilor. I watched your online webinar, bought your books, and read your Monday Motivators religiously. You inspired me so much about continuous learning and education that made me sat for the CAP Spring 2018 exam through IAAP and I passed my exam. I am finally a Certified Administrative Professional.

Thank you Joan for all you do for the administrative profession. Happy Birthday!

Angeline S.

I often wonder how Joan does it, but I think back to her speech about Resiliency, and then it all falls into place. I look forward to Joan's laughter, it is contagious! When I am trying to find that resiliency in myself, I remember Joan's laughter. It brings a smile to my face and strengthens my convictions. I'll NEVER forget this opportunity to spend 12 very unique days with her, I wish it could last forever!

Bob J.

Dear Joan, I have been attending your webinar's for several years and truly enjoyed everyone. I enjoy the stories you tell about starting out and evidently starting your own business. The guests are great, telling their stories when they first started out and getting to the place they are now. Continue the great work to help the Administrative Professionals from all over the world. Happy Birthday on August 16, 2018, and many more. Enjoy your day. Sherry F. Williams from St. Paul, Minnesota.

Sherry W.

Joan, We have never meet and I haven't had the fortune of attending one of your seminars (yet). I have participated in webinars, read a lot of your books, and look forward to your Monday Motivators each week. You have been a huge inspiration in my career and personal life as well. Your dedication and passion are contagious and I use it to fuel my own passion for what I do on a daily basis. I consider myself a career Admin and owe a lot of my accomplishments and success to your teachings. Thank you!!! Thank you for doing what you do and for being one of the only organization out there dedicated to the success of Administrative Professionals. My hat's off to you on your birthday! Have a wonderful and blessed year! Happy Birthday!

Carmen V.

Hi Joan! My name is Traci Addison, I reside in Houston TX and I have been an administrative professional for 18 years. I served as a Unit Secretary for nursing units in the local hospital, and also as an Administrative Assistant and Administrative Coordinator for Nursing Education. I am currently an Office Manager for Continuing Education at the local community college. Besides taking classes to learn Microsoft Office and attending conferences/seminars here and there, everything in my career is self-taught. I am very new to Office Dynamics and stumbled upon it this year while doing research on certifications for administrative professionals. I have read your blogs, bios, viewed webinars and I can tell that you are very passionate, knowledgeable and skilled at this profession. I admire how you stepped out and created a name for yourself as an international administrative expert, trainer, author, and consultant. Every blog that I have read and every webinar that I have attended has been awesome and filled me with great information that I can use as a fellow administrative professional. I plan on purchasing some of your books as well. Maybe one day I will get to attend one of your conferences in Las Vegas. Well just know that Ms. Joan Burge you are an inspiration to myself and other administrative professionals that I have recommended your website to. You inspire us to grow and do more. You have inspired me to mentor other administrative professionals. You also have me thinking about starting my own administrative professional training or consultant agency in the future. Thank you so much Joan for being who you are, stepping out on faith and starting Office Dynamics; I greatly appreciate it and you. I wish you a GLORIOUS BIRTHDAY! Enjoy your special day!

Traci A.

Joan,
Wishing you a Star-filled birthday! May this new year of life be filled with abundant opportunity for growth, and filled with happiness, friends, loved ones and great adventure.

I remember often how we met: you were the keynote speaker at my company's lunch event for administrative professionals.

The only seat available was at my table for two, so you joined me for lunch. What an eventful lunch that turned out to be!

You asked me about my STAR Achiever training, and also what I did outside of work. When I mentioned writing, you asked if I'd send a sample, and I did.

Since then, we've worked together on many writing projects ----- it's been an amazing opportunity for me to grow. I love working with you and your team!

Joan, you taught me there are no limits. It's how willing am I to work, adapt and change my behaviors and thoughts until they align with the ideals and patterns in that goal's skill set.

You taught me so much by your example, and you really do walk your talk. You're authentic.

Thank you for teaching me STAR Achievement, which isn't limited to the administrative profession but can change one's life, as it changed me by opening my life to new thoughts, dreams and skills. It provided the missing piece: how to make my dreams happen.

Thank you for all the teaching outside of STAR, too, that enabled me to reach farther into my potential zone than I ever dreamed.

You're a treasure. You're amazing. You're a force for growth potential. And you're my mentor, friend, and living example of "living your dream" and letting it take you marvelous places.

Hugs& Happy Birthday!!!
Nancy F

I ran across Office Dynamics in a random search for Admin Assistant ideas. I have been a secretary for most of 40 years and needed refreshing.

The first book I read was Underneath It All and it should be every assistant's rule book. I have read other books from the website and watched many webinars and have loved Joan's sincerity...her passion for the position oozes from her.

Joan has left a beautiful legacy and I thank her for sharing herself, her experiences, and her passion.

Mary M.

I first heard of Joan Burge at a conference in Orlando, Florida in 2016, wherein she eloquently spoke to admins from all over the world. It was during this presentation that I knew I needed to learn more about Joan and Office Dynamics. So I signed up for Monday Morning Motivators which I shared with my team of admins. In 2017, I went to my first Office Dynamics conference in Las Vegas and was blown away. Joan thought of everything! From the astounding speakers, to the location of the event and even the little bracelet she gave to each and every one of us. That bracelet sparked something in me and I in turn bought more to give out to my team, friends and family. The Facebook Friday's are amazing. The time that Joan invests in each session so that we have something to take away and make us better in some way is awesome. I only wish that I had the opportunity to work directly with Joan and her team to truly get that one on one mentoring from the best of the best. Happy Birthday Joan!

Marsha J.

I have only recently discovered Office Dynamics. In the past few months I have a renewed respect and energy for my position as well as a better understanding of my growth potential, both professionally and personally. Joan has an energy and poise about her that transcends through the screen and becomes contagious.

Mara P.

I follow Joan on and off as I am not a stronger social media advocate.

But every time that I come across something Joan wrote or said it is always very genuine, authentic and true.. several times her words felt it were for me like she knew what I was going thru and in every situation it helped me to overcome and get inspired again, again and again.

I always say that I do want to have her energy, passion and positive attitude when "I grow up"

Thanks for allowing me to express my gratitude on her special day.

Isabel S.

Joan has been an inspiration to me and so many more and you must be so proud of her. We are so lucky you share her with us and the world and how fun to be able to work with her all these years!

Here is my Birthday Wish for Joan!



I met Joan at a IAAP meeting in Pleasanton, CA when she was out to teach classes at Lawrence Livermore Labs in Livermore, CA. She gave a presentation where we purchased her book that she graciously signed along with a personal support note!

From then on I was hooked on Joan/Office Dynamics, I took a few of her courses, shared her materials, Monday Motivators, books, advice, webinars, videos, and her courses with many people locally and within the US! We all traveled with her on the path with her husband's journey. She is one of the most exceptional, inspirational, and professional individuals I've ever met. She is also a communicator extraordinaire, and has a great deal of respect for others. Cheers to the leader who cheers us all on to be warriors in our profession that benefits so many!

Dawn B.

LOVE my Monday morning motivations by Joan and her awesome videos, blogs, and website. Thank you, Joan, for keeping me MOVING!

M - motivated

O - organized

V - vital

I - indispensable

N - necessary

G - giving

Happy birthday to you! From an admin who appreciates your sharing, caring leadership!

Patty A.

I have been in the administrative professional field for 15 plus years. There is still a stigma around assistants being only good for fetching a cup of coffee or making copies. When I was working as an Executive Assistant to the Chief Medical Officer at a local hospital, I was approached by the President to apply and interview to become his assistant. I was scared, doubting am I ready for this? I took a leap of faith and interviewed and landed the job! Now what? I need to exceed expectations and that is when I found Joan! I read her book Become an Inner Assistant, listened to many Office Dynamics webinars, read articles and books she recommended; Joan made me proud of my chosen profession! I wanted synergy with my boss and to be in his inner circle. That President and I have now worked together for seven years including in two different states. Thanks to Joan for always reinforcing to be the best, to continue to grow, and to develop relationships with everyone from the housekeeper to the president.

I recently graduated with a bachelor's degree in project management and just changed jobs (last month) to gain additional experience in project management. I continue to follow Joan as all her wisdom is applicable in project management. I pre-ordered her new book! Can't wait to read it!

Brenda M.

As a follower of Joan's for years, I can only say "thank you"!

Elizabeth P.

I want Joan to know that I had to change my career in my 30's due to the ever changing world. This is my first year as an Executive Admin. and I owe a lot of my success to Joan and her free webinars and online videos!

The proof is in the pudding! After I applied what I has learned for free, my boss approved me to attend the WCA in Sept. 2018! If that is not proof enough, I do not know what else would be!

Joan is a God send and a wonderful, powerful woman of leadership!

Thank you Joan and Happy Birthday!

May God continue to bless all that you do!

Regards, Jaime D.

First and foremost- HAPPY BIRTHDAY JOAN!!! You are a true inspiration to all of us Executive Admins around the world!

My first interaction with Joan was only 2 years ago and it changed my course of thinking on being an Admin. I had only entered the Admin world the year prior when I took her class "Building a Star Partnership" and it changed my entire thinking.

After this all day class, I went right to work and met with my boss with which I thought I already had a great relationship with. I had us both do the quizzes from her handbook and it was eye opening for both of us. My boss, Mark, had always raved about his previous Admin and my goal was to surpass this woman before me in my achievements and everything I could do to help this man. This class, and Joan, did that and beyond. Not only did we move from Tier 2 but all the way up to Tier 3, I became his partner- his confidant- his right hand- and the best part...his friend!

About a year later my hard work and our great relationship was recognized outside of our organization and I was actually recruited by another company to support their CEO!! A lot of tears later, I accepted the position and gave my resignation. The best part of it all were his parting words, " You are the BEST Admin I have ever had and I will truly miss you everyday". Those words will stay with me forever.

I am proud to say that if it weren't for Joan and her courses I would never have reached this level of success in the 4 short years I have been in this Administrative work force. Joan, Thank you so much for all of your hard work and efforts that you put into your teachings to help us achieve our goals and dreams!

I am so excited to see you at your conference in October, it is my first year attending and the countdown has begun!!!!

Have a HAPPY, HAPPY BIRTHDAY JOAN!!!

Lauren S.

Our company encourages training and I am relieved I can do these webinars over my lunch hour, and Joan makes this possible, so I am able to keep up with trends in my profession and I am so very appreciative of that. Along with the fact that family woes makes it difficult to find the extra funds to pay for my own training and I know Joan says you must invest in yourself, but there are times that is hard, so again very appreciative of Joan's training webinars. Happy Birthday Joan.

Candie S.

Happy Birthday, Joan!!

Thank you wouldn't cover the amount of appreciation I feel for all that you do to bolster the confidence, education, integrity, and acknowledgement of the masses of Administrative professionals.

I have been in this field for over 30 years. I have experienced quite a list of changes; both career-wise and personally during my tenor. Things have changed immensely over the years; from office equipment (when I started we didn't even have computers), to expectations of the role, to my own professional and emotional growth. I love my profession and love coming to work every day as I am now employed by a terrific company and work with a group of wonderful people. It wasn't always that way and a great many thanks go out to you for your input into bringing those changes to fruition. Your work, has brought our work to the forefront of the minds of many managerial and executive entities. You have paved the way for us to offer the best of who and what we have to offer. You have helped erase the stigma of the "Mrs. Wiggins" personae and created an atmosphere where we are finally receiving acknowledgement and respect for our contributions. Your advice, experience, and trainings have and do increase the desire for continuous achievement and pursuit of personal growth. How does one ever say thank you for that? Thank you just doesn't seem to cover all that you give to so many of us. You affect our lives in many ways, daily. Wishing you a blessed and happy birthday! We are all blessed to have you!

Lisa A.

I love Joan and I've never even met her – what an inspiration! I'm relatively new to the Office Dynamics family, I've been a subscriber for just a little over 2 years but have been an administrative assistant for over 30 years! One of the things your mother has taught me, is that you are NEVER too old to learn new things. I've enjoyed every one of the webinars I've got to see and hope to someday make it to the annual conference!

Happy Birthday from Missouri Joan and MANY, MANY MORE!

Lynn S.

Joan is an amazing inspiration to me as an executive assistant. Through her books, conferences, webinars she has mentored me in becoming confident and focused in my career. I now take what I have learned from her and mentor others not only in their careers; also in life! I hold her in high regard and am grateful for all she has done for me, and so many others. Happy Birthday Blessings to Joan!!

Thank you, Kristin V

I have not had the privilege of meeting Joan yet, but I go to your website at least two or three times a week. Her Monday Motivators are especially meaningful to me right now.

I have been an Executive Assistant for the past 45 years. I have mostly loved my jobs during those years, and there has been a variety, from schools, to banks, private industry and currently a college. At my age it seems the world is changing so fast it is hard to keep up, never mind stay motivated and knowledgeable. I look to Office Dynamics to help with both.

Monday Motivators are something I look forward to each week. Your webinars are always useful in building my knowledge. Joan has shared a bit about some of her personal hardships, and I can relate, as a cancer survivor and person who has had many an obstacle to overcome. I see her as a role model, that if she can do it and succeed, so can I. She gives me hope that even in these elder years I still have something to offer the working world.

I need special motivation right now, as I watch the Executive VP replace me with a new executive assistant for just him, where for the past 14 years, I have been his and three other executives assistant. I will literally watch these candidates come in for interviews and be chosen, not knowing if as soon as someone is hired, if I will even have a job.

So I was thinking, even before you sent this email asking for feedback, "What would Joan do?" "How can I remain professional and make it thru this situation with some sanity left?" Well, I looked back at Monday Motivators, and read some things off your website, and I believe Joan would say something like, hold your head high, remain thinking positive that there will still be a position for you when all is sorted out, remember all the great work you have done in those 45 years and what a great person you have been to those you have worked with.

So the short of it is, Joan is helping me more than she can imagine by just being the wonderful person that she is, and having Office Dynamics be a resource. May God bless her for many many more birthdays!

Sincerely, RuthAnn

Happy Birthday! Wanted to take a moment to tell you THANK YOU for making a difference in so many administrators lives and their managers lives via your STAR program.

We spend many hours in the office. You have helped many with your bright smile (monthly free webcasts) and wholesome positive attitude of "we can do it"(books written and shared). You have enabled success at many levels in the Corporate World. We are proud of you and your son and grateful for the knowledge shared. YOU DID GOOD!

So here is an email of a perfect Birthday Wish to a CLASS act of smarts, beauty and power of grace/agility person! As we remind ourselves of all your teachings and now your son's teachings too -- that each year is filled with new possibilities and life is a journey, go out and live it.--- Thanks and best wishes for a healthy, wonder-filled day/year.
Joan J.#1 fan of your webcasts!

Joan,

Happy, happy birthday!

I wanted to take this opportunity to send you a sincere thank you from a very grateful heart. Since finding you approximately 2 years ago, I feel like I've grown both professionally and personally. 2 years ago, I had just started a new job, and was struggling to define my roles. I watched my first webinar and immediately began adapting processes. In the 2 years since that time, I have grown my role from basic receptionist to become an indispensable component in my company, wearing so many hats I could start my own haberdashery. I owe many ideas and mantras I've adopted and implemented to you, Joan, from watching your monthly free webinars, weekly posts and blogs, and your books. As for personal growth, I've felt those same ideas also translate out to real life outside of work as well. I had a conflict with a friend and was at a loss as to how to resolve it amicably. I'm not sure which webinar I was watching, but you said something about mentoring that gave me an epiphany- I decided I would treat them to dinner at a neutral place and hash things out, it worked wonderfully. It was very hard for me to do, but I am so grateful I took the courage to do it, and the friend was as well, our relationship has been great ever since, so thank you Joan!

I love the network you have created of vibrant, intelligent, caring ladies who are all eager to work together for the betterment of our chosen profession everywhere—building each other up, not tearing each other down. Thank you for everything Joan, many happy returns on this lovely day. Looking forward to many more years of learning together!

Jen S

Happy Birthday! Enjoy! You are a wonderful inspiration to the administrative field. You are always polished and professional, both in person and in your webinars. You don't tell admins that an administrative position is a stepping stone...being an administrative professional is a chosen career path!!! I value all of the trainings, books, and tips you have provided over the years. And, I have taken/own several. Best wishes and I look forward to more learnings.

Alice S.

Happy Birthday Joan. Thank you for inspiring me and so many others in the Administrative Profession. Your hints, tips and guidance are truly appreciated. Most of all, thank you for your positive outlook.

Barb L.

Dear Joan,

I remember the first time one of my coworkers forwarded a copy of your Monday Motivators back in 2006. When I saw it, I thought to myself: "Now that's what I've been looking for in professional development resources. Who is this Joan Burge? I want to know more."

Since then, I've had the privilege of attending one of your Conferences for Administrative Excellence – and being part of the team building exercise that led to Who Took My Pen...Again? Most recently, I saw you speak to The Ohio State University Administrative Professionals, but I've also had the pleasure of seeing you at multiple events in Columbus and Cleveland. I've got three of your books at my desk, which I've read and loaned out multiple times. (BTW, your photo on your new book's cover is gorgeous! Can't wait to order my copy.) And every month I tell my OhioHealth administrative professionals network of 260+ about your next webinar, which I've been tuning into since they started to celebrate Office Dynamics' 25th anniversary.

Your brand of practical, no-nonsense advice and counsel is grounding and encouraging. Your own experience as an administrative professional give you credibility that most other trainers don't have. For more than ten years, whenever colleagues ask me about my favorite professional development resources, I always say, "Joan Burge is the original and the best administrative training guru. Anything that Office Dynamics produces is top quality."

And it all comes from your talent, your passion, your creativity and your authenticity. Thank you for being a voice that promotes the administrative profession as a career of choice. Warmest best wishes on your birthday, Joan. All of your fans worldwide look forward to celebrating many more with you.

Katherine M.

Joan,

Happy Birthday! I too am an August baby. Just a note to say how much I have appreciated the work you do with Office Dynamics. I was introduced to it through the Ohio State University Administrative Professionals group nearly 8 years ago. I have enjoyed your books and your webinars immensely and was fortunate to attend the live meeting at OSU with you this spring. I love your passion for the profession. We are not just assistants, we are the heart and soul of the area we support, whether it is a single executive, several or a unit. Some folks say I am the one who runs the Department of Physics because they know that I have the answers or can find them. Your efforts to educate and support administrative assistants has made a difference in the lives of thousands of us that work behind the scenes every day.

I hope you have a very happy birthday and many more to come.

All the best, Shelley

Dear Joan,

Happiest of Birthdays! You have touch my life in more ways than you probably realize. Your passion for this profession has reached even Peru.

I have become more confident in who I am, not only as a human being, but as an EXCELLENT Executive Assistant. I am learning, every day, that I must be willing to learn every day and open up my horizons. Your webinars have encouraged me to research more and dig deeper into who I want to become.

Opening up my horizons gave me the courage to reach out to other admins in my area and start a conversation about best practices.

Your books make me giggle and take more notice of the profession around me; and to "see" others in a way I haven't before.

Your 1 day seminar in Chicago last April opened up new friendships and new opportunities for networking.

Although my company is not able financially to send me to the best conference in the nation, I still am learning from the posts from those conferences – both past and present.

Through Office Dynamics, I "met" Jasmine – and I was able to partner with her and her ministry to the youth in Peru – therefore have affected the world.

I can't wait until your new book comes out!! Happy birthday dear one – I pray God blesses you immensely!

PATTI M.

My job is often stressful. Most administrative and executive assistants will say the same. I am extremely thankful to have a resource like Office Dynamics, which lets me know it is not just me. Joan is an anchor in our profession, not allowing the currents of stress to pull us away. I look forward to Monday Motivators weekly as it is that extra bit of guidance that makes this profession navigable. Thank you, Joan, for being that beacon.

Rebecca

Let's celebrate the birthday of a fantastic role model and mentor.

Thanks for imparting skills that have shaped my career and professional life.

Thank you for making me the "best!"

Jan H

Joan,

Happy Birthday! I too am an August baby. Just a note to say how much I have appreciated the work you do with Office Dynamics. I was introduced to it through the Ohio State University Administrative Professionals group nearly 8 years ago. I have enjoyed your books and your webinars immensely and was fortunate to attend the live meeting at OSU with you this spring. I love your passion for the profession. We are not just assistants, we are the heart and soul of the area we support, whether it is a single executive, several or a unit. Some folks say I am the one who runs the Department of Physics because they know that I have the answers or can find them. Your efforts to educate and support administrative assistants has made a difference in the lives of thousands of us that work behind the scenes every day.

I hope you have a very happy birthday and many more to come.

Shelley

My name is Tina Hunt, I have been an executive assistant for more than 20 years; several years ago I became a CEAP. I took the Star Levels 1 and 2 taught by Debbie Gross at Cisco. I have just completed Star Level 3, also taught by Debbie. I can tell you that the teachings of the Star courses truly changed my life and career, thanks to Joan Burge.

When I first enrolled in Star I also signed up for the "Monday Morning Motivators" and to this day I read that email first thing Monday – it really sets the tone for the week, as this missive is thoughtful and relevant.

However, my best memory of Joan is the handwritten personal note from her on my CEAP application.

After all, she is a busy woman, runs a company, has her hands in many pies, has struggled a bit with health issues, she certainly did not need to take time for that, yet she did. I keep this in my accomplishments file to this day. Thank you Joan for all you do and have done. Happy Birthday!

Tina H.

I'm a long-time member of IAAP, I joined in 1992. Joan has been a frequent presenter at IAAP events. The first time I went to one of her sessions I was hooked! I attend Joan's sessions every time I go to an IAAP event and will continue to do so. One would think after seeing her present as many times as I have that her message would get old and sound the same – nothing could be further from the truth! Her message and education are always fresh, new and on topics that are currently relevant to the administrative profession and our world.

When I got back to the office from my first session I immediately signed up for her Monday Motivators and started frequenting the Office Dynamics website. I was so impressed with all the tools, resources and education events I found on the website. I signed up for her free monthly webinars the minute she started doing them and I still do them every month. Her books are written from an administrative professionals point of view and the knowledge and humor I take away from them is invaluable to me. I need to get her latest book ASAP 😊

Having an educator who has been through the same experiences, trenches, pitfalls, good times and bad times on the job as I have is instrumental in me being able to stay fresh, motivated and on top of my game. I've been in this profession a long time (longer than I'd like to say!) and have seen a lot of changes along the way – Joan helps to keep administrative professionals relevant, motivated and educated. Her work educating executives about the benefits of their assistants and how to use them is something that no one else does and it's so important to furthering the profession.

Unfortunately, I have never had the honor or privilege, of attending one of Joan's conferences but I know admins who have and they rave about them. They are just "conferences", they earn you certificates and designations to put on your resume. I'm still hoping I get to attend one at some point.

I love being on this journey with Joan by my side to help me be the best administrative professional I can be. Joan – your knowledge, expertise, motivation and bright red lipstick smile keep me going! You are a true treasure, jewel and champion for the administrative profession. Don't ever stop doing what you do!

Happy Birthday

Suzy B.

I have been listening to your webinars for about 3 years now. Your attitude of gratitude, your professionalism and honesty are some of the key attributes that initially drew me to you. I had forgotten why I got into this profession to begin with. So often the role of the assistant is not given priority and we're just there ... people that work in the background that makes things work. You have given me my "raison d'etre" back ... Thank you.

Your Monday Motivators are perfect - short, sweet and to the point. Thank you.

Lois D.

Dear Joan,

You are an inspiration to all administrative professionals! I have attended two Office Dynamics conferences, and they were both amazing. I learned so much, met wonderful people, and thoroughly enjoyed myself. I attend your free webinars every month and get tons of valuable information from them. Your energy and dedication are unstoppable and encouraging. I love the way you reach out in such a personal way and share your life and life's work with us. Your Monday Motivators always give my week a great start! I'm thrilled when I have downtime because it gives me a chance to catch up on your blogs and videos. I'm starting Star Achievement Level 1 in September at Cisco, and I can't wait! Thank you so much for all you give us, you are a remarkable person and an invaluable resource to the administrative community.

Amanda R.

Joan,

I have been fortunate to participate in a few of your webinars. It is comforting to feel understood by someone who has been in a similar position as myself. You have helped me to realize that, although I don't always feel the work I do is appreciated, I am making a difference for others. You have inspired me to be more put together and professional and given me the tools to do so. I appreciate your encouragement and look forward to many more of your webinars!

Have a wonderful birthday!

Jeanne H.

Dearest Joan,

I applaud your willingness to help other admins. Too many times admins rise to extraordinary success and completely forget those that have not. I take your example to heart and try to share with the other admins under my executive's branch of the organization things I have learned or received. The world needs more people like you, with a heart in the right place and sharing the skills that are needed in this fast-paced, ever-changing world we now work in.

Kim G.

It's been a great pleasure and honor to have been mentored by Joan over the past 7 years. I've had the privilege of participating in dozens of webinars and attending the big EA conference in Vegas. Joan has been an inspiration in every area of my life. I appreciate Joan's passion for excellence and her dedication to EA's worldwide. I join everyone in wishing Joan a very happy and blessed birthday.

Balbina H.

I write to the woman for whom I have the greatest respect and admiration. I greatly appreciate and admire also your work ethic and ambition. You have been illuminating me through your empowering teachings and this had/will continue to help me in building a better work relationship between my Superiors and I. Your write up on Monday Motivators is what I always look forward to and this imprint on me will last forever. May you forever keep making astounding strides in life. Wishing you many more energetic years of wisdom and creative writing ahead and a great birthday.

Damilola O.

I have only recently discovered Office Dynamics, but I already thoroughly enjoy the Monday Motivators and have found them to be a worthwhile read. I especially appreciated a recent one about "polishing the status quo." I am going to be taking on new responsibilities at work, and it was very timely to read about how we can become so comfortable with the status quo. I appreciate you, Joan, and all your words of wisdom for assistants!

Caryn M.

Life is full of opportunities...I was lucky enough to attend Office Dynamics World Class Assistants Certification class 3 years ago. The only bad thing was that I couldn't do the class all in that one week that first year; so my company sent me back for the second portion one year later. What surprised me was that Joan truly remembered me and a few things I had told her about myself. I was shocked, as Joan meets so many people in a year and touches so many lives that she would take the time to "study up" on someone to make the impression she did on me. I am truly thankful for the team at Office Dynamics, as everyone can tell that they live the core values Joan and the team put together and are truly passionate about helping assistants become the best they can be. Her books are great references that I use as tools in my job and they inspire me to continue growing and becoming the best that I can be. Joan is truly an exceptional person; she is kind, caring, respectful, knowledgeable, encouraging, friendly, and makes a difference in the lives that she touches. Just know that you are truly appreciated Joan, and am I so thankful that I have had the opportunity to be in your company and soak up some of your knowledge that you so freely share. I also am so excited to be attending my first Office Dynamics Conference in October 2018!!! Can't hardly wait to see you then!

Have a Fabulous Birthday! Remember to celebrate YOU!

Brenda M.

Joan,

I have been connected to Office Dynamics for years from the Dallas, Texas area. I was fortunate to go to one of your annual conferences in Las Vegas a few years back. That was the first time I felt worthy as an Executive Assistant. You helped me to build my self-confidence as a person and as an Executive Assistant. As I continue to grow in my role, I keep reading your weekly emails and listen to as many webinars as possible.

Thank you so much for caring and wanting to help Assistants become better in their roles and for teaching us we are important in the work world. Thank you for making us feel important in our roles as Assistants.

I wish you a heartfelt Happy Birthday!

Dana

I managed to survive the downsizing of the 2008/2009 economic crash so in 2011 I was looking for motivation and inspiration to revamp my career and focus on something more positive again. I had graduated from college with a certificate in Business Administration and have worked for the same employer since. In 2011 I had 20 years of service under my belt so felt like I was in a rut and needed to renew my skills. I was searching for some training to take and stumbled across Office Dynamics. Although I never made it to one of the conferences in Vegas, I have greatly benefited from Joan's coaching, motivation, life lessons. Not only have I become a better Admin, I have also grown as a person. The greatest lesson I have learned from Joan is that it's not success my job that makes me who I am but rather who I am that makes me successful in anything I do.

Joan is doing great things through Office Dynamics and influencing millions of administrators. When I discovered Office Dynamics, I didn't just renew my skills but my whole outlook. I hope her journey and her legacy lasts for a very long time yet.

Mary O.

I met Joan a few years ago at an onsite training, and she was just as amazing as I'd anticipated! We talked about limitations with training opportunities and the excitement of admins here every time she would come out to New Mexico to teach. Joan helped to reinvigorate me in my administrative assistant profession. Happy birthday to a fabulous person and champion for our critical roles in industry.

Andrea

I have only been part of Office Dynamics for a short time. As an Admin we are always seeking ways to improve, learn, grow, better ourselves, and build a moat around ourselves to be the "go to" person for those we support.

Joan – you keep us motivated with your enthusiasm, energy, vast knowledge, expertise, and giving spirit. I appreciate your dedication to the Administrative profession and giving back to the world of us admins with the webinars you host, your Monday Motivators, and so much more. THANK YOU for being such a huge guiding force to us!

Happiest of birthdays to you, my fellow Administrative sister!!!

Whitney K.

Happy Birthday Joan!!! Thank you for being the leader in common sense and bridge building between executives and assistants. The relationship is so much more than assisting with their tasks and few people seem to understand that. Where others are telling us to "follow the rules" (check email 3 times a day), you understand that it is about reading between the lines and anticipating needs. I truly appreciate your guidance and look forward to your World Class Assistant training in Chicago. I wish you a fantastic year ahead (not to mention your new book)!

Kat S.

Dear Joan,

Happy Birthday!!!

Thank you for being such an amazing inspiration and for all of the wonderful material and tools you have taught and provided over all of these many years.

I have been learning from you since before you started the Adminology on line videos.

To this day I still have "The Adminology Information (Skill Set Page, Whitepaper)" you provided January 2010.

I also proudly still have in my cube the signed "As a Certified Adminologist, I" dated 01/14/2010 And on my desk sits my Adminiology post it pad.

I love each book you have written and have shared them with others.

And of course I have shared your website with so many over the years.

After 25 years as an Assistant in various roles I have never stopped learning and I can say I have learned a tremendous amount from you.

If you present something I already know at times you have caused me to look at it differently. Thank you as it has helped me to continue to grow.

I am Proud to be an Assistant and you are a large part of the reason why. Thank you!

Happy Birthday, May your day be full of Love, Laughter and many Wonderful Blessings!

Melissa L.

Although I have not been able to attend any of Joan's seminars in person, I look forward to the webinars that she provides. I was fortunate enough to see and listen to her live at an IAAP LBV LAN event that we had in Florida. Totally awesome! I was even more fortunate enough to win one of her books, "Live A Big Life". Talk about inspiration! I laughed, I cried and was truly inspired by the woman she is! I look forward to her Monday Motivators every week. Happy Birthday Joan!

Cindi M.

Joan Burge has been the only educator for executive assistants with any substance that I have experienced in my 32 year career. I have attended many seminars that were downright silly and insulting because they aren't based on reality. I attended one seminar where the instructor guaranteed us a raise if we wrote a job manual on the things we do. My boss at the time did not even want to see it which I can appreciate because executives have enough to do and read. Joan speaks from experience and the content of her webinars and books are truly valuable. She is an inspiration and has elevated the position of executive assistants. Some companies do not value assistants but the information Joan provides can change that as it is applied and can influence the culture within the organization. Her positive outlook and demeanor in which she presents the helpful information she has gathered over the years is a legacy we can be thankful for and which she can be extremely proud of. She has kept up with the times and remains relevant and encourages the rest of us to do the same by investing in our careers the way she has. Many thanks for all you do and have a very Happy Birthday, Joan Burge.

Nancy B.

Happy Birthday Joan! I am grateful for this opportunity to tell you how blessed I feel to have had the benefit of your inspiration, dedication and guidance in my position as a professional executive assistant and executive assistant supervisor. The tools that you provide personally and through Office Dynamics are rich with support, thoughtful guidance and creative suggestions. On this special day, may God bless you and continue to lead you in your journey. Wishing you happiness always and thanking you sincerely.

Cindy H.



Happy Birthday to my blast from the past!!

I met you here in Bermuda at a workshop at Butterfield Bank. I receive emails each week which reminds me of you!! Such a beautiful spirit. You had so much patience with all the women jibber jabbering but you had a special connection with each and every one of us!!!

We even got to know each other on a personal basis and worried about what you were going through when your husband fell ill. You were my inspiration and I will never forget you and your contagious smile, perfect hair and attire!! I remember thinking each day going to the workshop I wonder what she is going to wear today!! Stunning!!

Thank you dear God for letting me meet this amazing soul!!

HAPPY BIRTHDAY JOAN! MWAHHHHHH!!!

Elizabeth B.

Joan,

I had the honor of meeting you at the Administrative Excellence conference last year in Las Vegas. I felt like I was meeting a rock star! You are an incredibly engaging and warm person and made me feel like I was the only person in the room when we were chatting. Attending your conference was the highlight of my year. To say it changed my life and the way I view my role as an executive assistant is an understatement! I came back to work from your conference feeling energized, full of great new ideas and ready to tackle the world!

At my year end review in January, my executive actually asked ME if I was going to attend your conference this year! He's been thoroughly impressed with how I've 'upped my game' and has been so supportive of my development.

I want to send you a massive THANK YOU for all that you do each and every day.

On this special day, I want to wish you a very happy birthday. I wish you a fabulous year, with much success and abundance in every area of your life.

El C.

I work in Cambridge in the UK and love receiving the Monday Motivators, although they don't reach me until later in the day they are a great incentive and motivation to keep me on track for the week ahead and make me think about where I want to be and what to concentrate on. Keep up the good work, you are inspiring Admins the whole world over!

Angela

I work for a small up-and-coming company, and when I was asked to take this position as Administrative Assistant I discovered that no one knew anything about it or what to expect. I immediately began to do research and found Office Dynamics. Office Dynamics has helped me to literally build this position from the ground up. I have found more advice here than anywhere else! I am SO very grateful to Joan for what she does! I have no idea where I would be or what I would have done without Office Dynamics!

Have a great birthday Joan! You deserve it!

Elizabeth R.

I am new to office dynamics, but I can already see what a dynamic and inspirational person Joan is!

I appreciate the free videos she send with information to improve me as an administrative professional.

Thank you Joan! Happy birthday to you!

Tana S.

First, a Very Happy Birthday!! Second, thank you for all the wonderful webinars I have been able to learn from and share with the other admins in my Division. We enjoy our "learning" experience, and share many ideas on the team after the webinars. Thank you for all your support provided to admins in the working world!

Linda W.

Whilst looking for some tips for an upcoming interview for an Admin Assistant position, I came across Office Dynamics. I was so uplifted and enthused by Joan's energy, knowledge and support that I went into the interview really excited about the career opportunity ahead of me. (1) I got the job (and am loving it); and (2) I continue to use Office Dynamics for inspiration, information and invigoration.

Happy Birthday Joan, every blessing and joy today and throughout year.

Michelle

I was introduced to Office Dynamics during the free 12 days of Christmas webinars. They were addicting and fun, and I was able to take away so many good tips and procedures to use in my job. One idea that I implemented, and still do, is the simple laminated dry erase list on a 8x11 sheet of paper. This really gave me daily objectives to accomplish and it was a fun challenge as well as giving me drive to accomplish weekly and monthly goals too. Honestly it helps me focus better because I love erasing each task off the list and saving paper to boot. Another area is that I strive to be a hub of information so my boss doesn't have to ask where something is. My filing has greatly improved and I try to think ahead much more than I used to. Lastly, I appreciate her professional example and how she carries herself. It's obvious that she believes in herself and her message is clear regarding her desire to help all administrative professionals around the world to deliberately keep learning. Her useful tips and her own desire to maintain her appearance has provoked in me a desire to put on my best everyday even though I work in a setting that doesn't require strict office attire. Thank you for being contagious, practical, educational, and full of good information- all of which has helped me to do a better job each year!

Have a fantabulous Birthday Joan!!

Amber B.

Dear Joan,

Half a year ago I followed coaching sessions on how to take the next steps in my career and I was actively looking for extra advice from peers on the internet as well. I came across your website and your motivational messages struck me and uplifted me.

Your advice helps me to discuss wishes on my career, working style and communication with my manager, helps me to understand expectations, how to stand in the limelight. It's great to read what a wonderful job we do and to be told so time and again because so many consider us as a cost for the company.

I also applied for higher management assistant positions at other companies and it saddened me that many managers still regard an assistant as someone who simply carries out a task without needing to think, not feeling to share information, nor taking time to discuss business so an assistant can think along and ahead, even at an executive level... A sentence I often heard "Time to set together? I have no time for that; I walk by your office and will give you instructions along my way to my office...". Really sad; how does a manager expect his business to grow then? Or a manager not taking enough time or interest for an interview; answering phone calls during the interview (!). I wonder how the actual work relationship would look like...

There is still so much work to do to truly value an assistant's work!

I thank you Joan for your enthusiasm, positivism, commitment and energy for valuing administrative professionals, for sharing your experiences.

Congratulations on your birthday! Have a wonderful day with those you love!

Katrien B.

Joan,

I was first introduced to you at one of your fabulous seminars in Las Vegas I believe it was 2010. You have from that moment impressed and inspired me to go above and beyond. I attend as many webinars as I can, and take copious notes, there is always an "aha" nugget to find! I print the Monday Motivators and keep them at my desk each so that I can focus on them. Being an Office Administrator is very often a thankless job, you have taught me that I personally bring value to the role. What I do and how I do it, is what makes my role as an Office Administrator invaluable to those I support and I am deeply grateful to you for all you have shared with myself and others, your experience, your insights your time! You are a phenomenal woman with a wonderful gift, and I am so glad to be on the receiving end of all you have to offer. J Wishing you a fabulous birthday!

Terona

Joan has been an inspiration to me for many years. I had been working for over ten years for a very demanding, micro managing department head who thought nothing of asking me to run personal errands for her before work, after work, and during my lunch hour. Was very verbally abusive at times. I have always worked my hardest and done everything that has been asked of me but I was to the point of health issues because of it and was beginning to be seriously depressed.

I watch Joan's monthly webinars and have several of Joan's books and read her Monday Motivators during my lunch. She inspired me to stand up and stop being pushed. I was written up for being uncooperative which went into my personnel file but that was wiped clean recently. I'm happy to say that manager is now gone and now I am shown appreciation for my work every single day. I always get thanked for doing above and beyond and I owe all of this to Joan. If she hadn't inspired me to stand up and shown me how to say no in the appropriate manner instead of just losing my temper, I would probably have had a stroke or heart attack by now. Joan is a wonderful individual and has helped many people in many ways. Joan please continue to do this great work!

Christina M.

Super Happy Birthday, Joan! Thank you for ALL of the teaching, guidance and expertise you've offered me and every other EA over the years! I wish for many, many, MANY more very happy birthdays and look forward to more book and program releases!

Gloria G.

Dear Joan,
I just recently started receiving the Monday emails and watching a few webinars. Thank you for all you do in making the administrative/office career such a worthy career.

Blessings to you on your birthday...may it be filled with family, joy, peace and love.

Lorraine S.

Happy Birthday Joan!

You are such an inspiration for so many. I remember your visit to Geisinger Health System a few years ago. You left an impression on my life. I always refer to the pillars. I hope you have a memorable birthday and celebrate with JOY.

Blessings to you and I wish you many more years of growth and happiness.

Pam

First, I wish Joan a very blessed and joyful birthday!

Although I have not met you yet, I feel as though you are a good friend. Your countenance is so peaceful and inspiring, and I so appreciate and absorb your wisdom. There was one instance in a webinar in which it seemed you knew my situation personally (dealing with 'unscrupulous' co-workers), and I was so grateful to hear your encouraging advice. I also appreciate receiving your Monday Motivators; those emails have pulled me through some days when I didn't know if I was going to be ok. I wish that I found you many years ago, when I was starting out in my career. I have shared the Office Dynamics link on to a young co-worker, and she is excited about the program as well.

Joan, God has blessed you to be a blessing to others, and you are sharing your gift with all you encounter. I pray that you have an awesome birthday!

Wanda G.

When I was working as a temporary assistant I needed a time sheet. I googled time sheets and one of the options was at Office Dynamics. The form was free but I had to register in the website which I did. I have used that form ever since at all the positions I've had - mainly to keep time for myself while using the company's own system.

Since I registered on your website I started getting messages about your online seminars. I started to register to hear/see those seminars online and enjoyed all of them. None of the companies I worked for were willing to pay for any additional training for me so I took it upon myself to continue to grow in my profession.

I retired a few years ago but have continued to hear/see your online seminars and talks. They inspire me and I have recommended them to younger assistants.

Joan, you have been an inspiration to me and I have enjoyed your seminars and put into practice some of your ideas where I could.

Iv M.

Joan is an outstanding leader in her field. After taking a Skill path seminar paid by the company. I found that I was in need of training from an industry leader. I needed to pace my work, and Joan's webinars made the difference. Thank you.

Kim P.

While I have never met Joan Burge in person, I certainly feel as if I know her. In searching for a way to raise my morale (30+ years as an administrative assistant can grind you down), I discovered Joan's book: Who Took My Pen...Again? Secrets from Dynamic Executive Assistants. Reading the book felt like I was chatting with a dear friend who experienced the same issues I did, and better yet, she gave great advice! I had to learn more about this amazing woman. I found the Office Dynamics website, and to my delight, they offered FREE webinars and training videos – nothing satisfies your boss more than hearing the word FREE connected with training. I learned valuable skills and tips to be more efficient, while maintaining a high degree of professionalism. Watching Joan on webinars (and Facebook Fridays) and seeing her interacting with her staff brings me great joy. My favorites are the Christmas-themed ones, with her awesome sweaters, and the jingle bells! My life has certainly been enriched by Joan – she is a wonderful role model, and the epitome of what I strive to achieve in my career!

Kristin M.

I was introduced to Joan by a colleague and was immediately inspired by Joan's message and encouragement. Being an executive assistant is not easy, and is often a thankless job. Not many people can truly comprehend what we do on a daily basis but Joan understands! She acknowledges, appreciates, and promotes our work. She has created an inclusive community where we feel validated and uplifted. Attending Joan's webinars is the only time my fellow admins and I get to really focus on ourselves. I am grateful to Joan for being our voice! Happy birthday, Joan!

Angela G.

First Happy Birthday!

When I first came across you and Office Dynamic I was looking for training for the professional office admin. I read up on what you had to offer I thought that's it that's what I'm looking for. Then I attended your World Class Assistant training, and got to meet you in person. You blew me away. Everything about you Joan as you say a person takes you in, in the first 12. The first 12 seconds, words, you captivated me. You were, and still to this day everything I strive to be as an Executive Assistant.

Even though you are no longer an assistant but you teach us instead. I hope that I serve and do you proud in the administrative world and to help teach others coming up behind me to strive to be the best of the best in this field thanks to you.

I wish you lots of happiness, light and love on your day.

Monique B.

Joan – just love the Monday Motivators! Pam B.

Joan, I enjoy your webinars and your enthusiasm. I have been an administrator for more than 24 years and it is refreshing to learn new and exciting tips that you have to offer. I hope you have a fabulous birthday celebration!

Thank you for your support!

Sherry V.

I first discovered Joan on YouTube by happy accident. I am a Personal Assistant but also Centre Co-ordinator for a busy dental training centre which means I sometimes have difficulty keeping up with my boss' workload. I have since then tried to watch all of Joan's videos and have bought some of her books. I love her Monday Motivators and think she is the most inspiring office mentor anyone could wish for. I have learned so much from her and always look forward to seeing her next episode on line.

Alana

Sorry for being so informal, just wanted to get friendly. Hope you can understand.

I have subscribed Joan's 'Office Dynamics' and receives them. It is such an interesting and inspiring article to me from which I have learnt a lot! What matters more is the way it helps me keep persistent in the Administrative Secretary job. I was almost about to give it up because I work in Addis Ababa, Ethiopia where this career is seen and paid the lowest of all. Nobody can ever understand how important this position is. And I start thinking 'maybe I am wrong in thinking the way I think (that it is the most important of all, and nobody can ever understand that!'. I have 2 master's degree in other fields but still like to be an Assistant because I value it more.

With Joan's articles, I have realized that I am not all alone to think this way!! I am still at this position refusing to be enrolled for other positions. To be honest, I don't know how to admire and thank for the articles that I receive. Hope to give awareness to change the attitude people have towards the Admin Assistant one day.

Thank you, Joan, for having an influence on me and being an Inspiration to the people Globally.

Bati

You have been such an inspiration to a generation of Executive Administrative Professionals. I've taken Star I and II and received my CEAP. Your concept of the 5 pillars and that to be successful you have to work toward a balance in your own life - resonated with me because it made such sense! Life is good now at work and home. Thank you for sharing your knowledge and experiences with us!

Maura

Joan, I have your books and I so enjoy them all! Thank you for being a leader and inspiring us to want to do our jobs better. You truly are an amazing lady and I thank you for all you've done. Happy birthday and may you be blessed with many more. Regina

Regina

Happy birthday!

I join the many other admins of the world who thank you for your foresight to start Office Dynamics, your determination to grow it to the company it is today and your business acumen to know how to tweak your offerings to meet the everchanging needs of today's busy admins.

As a recent graduate of the World Class Assistant class in Washington DC, I can attest firsthand how your company is changing the life of ever admin you touch. And you touch so many through your onsite training classes, books, webinars, Monday Motivators, etc.

Enjoy your day. Celebrate your many talents. Then, get back to work! I know you don't rest on your laurels and, I am sure have many new goals to achieve.

Donna

Hello Joan,

I would like to wish you a very happy birthday!! You are a remarkable woman and show such reliance when you are thrown a curve ball in this thing we call "life." I have watched you set a fantastic example of positivity with every interaction you have with people. I appreciate how you share your knowledge with everyone! Wishing you many more years of health and happiness!

Carol P.

I discovered Joan and her work several years ago and began my immersion in her work with the 26 Weeks to Administrative Excellence series! I loved every minute of it and immediately engaged in following Joan in myriad ways, primarily via the fantastic free training series offered by Office Dynamics! In what sometimes can be considered an isolated profession, what a gift Joan's training has been to me and to my career! I track every monthly training offered, and Joan's work has led me to additional resources, many of which I use to enhance my professional efforts.

Thank you, Joan, for all you do to provide continued education to those of us interested in furthering our personal and professional lives! Happiest birthday wishes to you!

Debbie

I wish Joan a happy birthday and many more in good health. I always enjoy learning from Joan's webinars even though I have been working for more than 30 years. I enjoy her enthusiasm and her insights.

I especially found meaning in her "Monday Motivators" regarding "Thriving on Change". My daughter recently moved from the east coast to Oakland, California for a new job in administration at an art college. She did not know anyone in that part of the country. She was struggling to find housing up until a week before she had to get on the plane. She had second thoughts about this life changing experience, but she realized that this was a good opportunity. I sent her Joan's article because I felt it pertained to her situation. As Joan says "With change comes both danger and opportunity. See both but focus on the opportunity." "Look at change as an opportunity to grow" I was just watching another of Joan's webinars about resilience with Peggy Vasquez. "What you go through is what you grow through" My daughter seems to like the job and is doing well in her new role. Housing is still a challenge that she will eventually resolve with perseverance.

Sharyn P.

Joan –

I've been following you for about 5 years now, and you are, by far, the best in the field! I have been in the admin business for 40 years, and I still learn so much from you. Your encouragement, challenges, and great ideas have made me a better person. Thank you, and HAPPY BIRTHDAY!

Denise E.

Joan has inspired me so much since the first Free webinar I watched about 3 years. She is such a great example of confidence, knowledge and experience! She has definitely inspired me to be a better administrative professional and I have learned confidence, knowledge, and how to establish a professional working relationship with my supervisors and co-workers. Joan shows everyone she is acquainted with her and knows personally how life and work should be lived!

She is the BEST!!

Marty B.

Dear Joan:

I wish you a very happy birthday and a wonderful year ahead.

Thanks for all the wisdom you have shared with me and all administrative professionals.

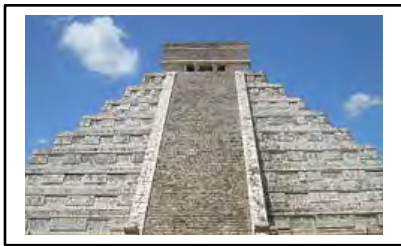
You are a true asset to our profession.

Ann G.

Look out! She's living a big life in a big world—and they said it couldn't be done. I'm talking about you, Joan Burge! Happy birthday!

Joan, my three journeys with you through Star Achievement facilitator training have changed my life. I have to ask, "When you started Office Dynamics 28 years ago, did you have any inkling how many lives you would change?" Here's how you've had an impact on mine.

You stuck with me every step of the way to help get Star into Maxim Integrated—and there were a lot of steps.



Think Chichen Itza in Mexico



You taught me how to teach and facilitate.

You taught me how to set up a welcoming training environment ("meeting hygiene" as you called it—I've since borrowed that phrase).

You taught me how to keep attendees engaged throughout a full day of training.

The more classes I taught, the more passionate I became.

The more passionate I became, the more I've come out of the shadows to be seen and heard.

I've learned to do things that frighten me. (Stand in front of a group and teach! Address an audience of 600+)

I've learned when I do things that frighten me, it's a shortcut to confidence.

All of the above is my reality because you had the courage and persistence to sustain your dream.

It just shows what passionate vision and some trademark lipstick can do against the naysayers!

Again, happy birthday! I'm sharing the attached picture of our new Star buddy, Shawna...

Nancy N.

Happy Birthday Joan! Thanks for all you do for the Administrative profession. You are my inspiration!

Leann

I am so excited to part of this great team. my subscription to Office dynamics is not very old but I can tell you, I enjoy and every moment I interact with you guys.

I come across Office Dynamics when I was searching the net for anything administration and what I as an assistant should do to grow my career. My role had been expanded to include working for two executives and I found it extremely difficult working for the two not knowing how to run the office. I must admit that this is a thing of the past owing to the incredible and great topics/lessons run in this platform. I have grown and continue to mature in my career as a result of Joan and Office Dynamics (you can't separate the two, they are one and the same thing)

My confidence continues to grow day by day even as I perfect my art of being the World class assistant this world as ever had.

Annie K.

Hi Joan,

Thank you so much for being such an inspiration to me. I am so glad that I was able to attend the 2017 Administrative Conference in Las Vegas last October. I had a blast! I have got all of your books and read them continually. I enjoy your Monday Motivators and look forward to receiving them each week.

May Everyday Bring Something New and Exciting For You
May this Birthday Turn Out to Be as Amazing As You!

Have A Very Happy, Happy Birthday.

Sheri T.

Dear Joan,

Wishing you a Wonderful Birthday. I hope you have a lovely day. Thank you for all the brilliant Webinars over the years. I look forward to them continuing.

Love and Best Wishes from Carole at IBM in the UK.

Carole

Happy birthday, Joan! I have heard so many inspiring stories about Joan and Office Dynamics. I'm so excited about the upcoming conference in October that will be held in Las Vegas this year. It will be the first of many Office Dynamics conferences that I plan on attending.

Wishing you much success in the years to come!

Kesha

Joan,

I have had the honor of being educated and inspired by you since May of this year as you lead 25 of us as we meet monthly for STAR Achievement Series. Thank you for providing the motivation I needed to reinvent myself and focus on improving who I am. It has been a privilege getting to know and I look forward to reading your Monday Motivators.

Thomas T.

I attended her World Class Assistant part 1 conference in Las Vegas back in October 2011. My boss had been after me to do some development courses and this must have come across my email. I thought it looked like a fantastic conference and he agreed (plus it was in Vegas! J). Joan was vibrant, very personable and very classy! She had so much knowledge to share and was such an inspiration! I like the fact that she was willing to share so much of her personal and business life with us. She's very passionate about her work and it shows.

Jasmine Freeman was her right-hand person at the time and she also did a wonderful job.

Since then I have purchased some of Joan's books and CD's.

I absolutely love receiving the Monday Motivators every week and share them with my coworkers.
Happy Birthday to your mother, and again, what a special tribute you are paying to her.

Marlene L.

Joan,

You are an amazing woman with a huge heart! Your smile can light up any room and make even the shyest person open up. Thank you so much for building confidence and sharing all of your knowledge to assistants everywhere! We truly appreciate everything you do!

Stephanie D.

I'll try to make my message short & sweet...for me in my career life, Joan has been instrumental in making me the admin professional that I am today. I don't think I know exactly how long ago I started following OD, but it feels like forever.

OD and especially Joan has provided a true support system for me in my working life. Sometimes as admins we can feel like an island in the ocean, but OD and Joan made me feel like I had friends and supporters out there who understood the struggle of today's admin pro.

When Joan started offering free webinars I jumped on every single one, she spoke about things that I thought no one else understood, but not only that, she also speaks as if you're sitting in her living room, sharing a cup of coffee and just "dishing" about our profession, she keeps it real with us and I love the fact that she doesn't hold anything back and lets us know exactly what's up. lol!

Joan is a true treasure and such a blessing to us in this profession. She is a super hero to us admins! She should seriously consider having a red cape made to match her lipstick because she truly is a super hero to all of us!

Debra C.

I want to extend a very happy birthday to you, Joan! I hope you enjoy your day and that it's filled with much happiness!

I've had the privilege and pleasure of participating in Office Dynamics webinars over the years, so let me say "thank you!" You have not only inspired me to be exceptional in my profession, but to also love what I do! I always think to myself WWJD – ("what would Joan do"). I've always admired how you present yourself. Your professionalism inspires me to be better, especially in the way you dressed. We recently changed our dress code at my company (you'd be surprise at what I see), but I refuse to go the way of the trend because I know that is not what Joan would do! I remember your quote "you must dress for success!"

I genuinely value, appreciate your guidance and support of administrative professionals. You are truly an amazing teacher and mentor!

Happy Birthday!

Debbie G.

While I have only had the opportunity to attend two seminars where Joan presented, I have been receiving her Monday Motivational emails for a while. I have to admit that I look forward to them as they always offer helpful advice and useful information that inspire me to be a better administrative assistant. I hope Joan truly knows that she does touch every one of us in some way!

Susan C.

Joan is the D in Dynamic.

I just spent this past week, going through the World Class Assistant training course and I cannot tell you enough, how honored I am, to have had the pleasure of meeting you. You definitely captivated us all. You have such an amazing presence, that is just so welcoming and giving. I can't thank you enough for this experience and all the empowering information that I will be able to apply in my everyday life. The one thing I will not forget that keeps popping in my head; is something personal you shared with us when we were sharing our stories. It doesn't even relate to me, but from hearing how impactful it was for you; is like a push for me, to say- hey! You've got this! RED LIPSTICK ON.

Thank you, Joan! Have an amazing Happy Birthday over and over again!

Lisa T.

Joan Burge is an American hero, a change agent and crusader who deserves to be enshrined in the pantheon with such notables as Susan B. Anthony, Elizabeth Cady Stanton, Sandra Day O'Connor and Eleanor Roosevelt. For decades Joan fought on the front lines of corporate America. She battled for executive assistants' proper (and respected) place in the workplace, from the C-Suite to the reception desk, decades before the Me-Too Movement. Now I would guess Joan doesn't see herself that way. But underneath that low key, buttoned-down, straightforward business-like demeanor is a woman on a mission who defied the odds and never took "no" for an answer.

She was, and continues to be, a mentor to countless executive assistants whose lives, both private and professional, have been positively transformed because of Joan's determination, hard work and persistence. Her success was accomplished often times at great personal sacrifice. But she never wavered, never complained.

Years ago, as an executive assistant, she watched male executives march off to seminars on how to hone their leadership skills. Her thought: executive assistants deserve and need the same high quality training. Joan, being Joan, did more than just think about it. She took action and single-handedly crafted the finest training program for executive assistants in the United States and, from what I can see, the best in the world.

She also happens to be my personal hero, role model and mentor. As a professional mediator I am always on the hunt for curriculums that are professionally focused and deliver superior content. After coming across a flier touting the Star Achievement series, I gave Joan a call. We met. It took a couple of meetings to convince Joan that a male corporate executive should be delivering her material. But Joan, a strategic risk taker, assessed the prospect, grabbed my hand (symbolically of course) and launched me into the Star Achievement stratosphere.

First stop: Star Achievement boot camp. Joan guided me through the series line by line. Her dedication to the material was impressive, her passion for the mission unmistakable.

Joan never settled for the training material as is. Throughout the years she edited, redesigned, revised, and rewrote the training material. Her enthusiasm and work ethic were contagious. I couldn't wait to face my first group armed with the series in hand.

Joan is a wonderful judge of character. She listens, observes, asks questions and then decides how a person can most effectively serve in her organization, qualities of a truly effective leader. Although we share the same values when it comes to business ethic and the Star Achievement materials, we are quite different when it comes to presentation and temperament. Joan understood that I thrive on dealing with crisis, conflict and last minute situations. I can hear her voice, "Steve, I've got this company. It's got a problem...can you be there next week?" She would wrap up the conversation with, "I know you will do a great job." Then I would hear that unmistakable and reassuring laugh, a unique tonic, one dose of confidence and another of trust building that ensures that you just never, ever say "no" to Joan. And I never did. Delivering Star Achievement was just too rewarding and frankly, too much fun, to miss an opportunity, no matter the situation.

Working with Joan and delivering her handcrafted material, while always challenging, was highly gratifying. I witnessed the transformation of countless executive assistants, some on the verge of being fired who later took charge of their careers and were promoted within that same company. Others discovered that their present position wasn't a good match and they grew the confidence to find another job.

One of my favorite stories is of a participant who was deathly frightened of making a business presentation. When the day came for making a presentation, I was unsure how she would do or if she would even make an attempt. But in the previous weeks the group had coalesced into a functioning team and provided her with assistance, confidence and support. Her presentation, much to everyone's delight, was not just passable, not just good, it was superior.

In fact, this participant found the experience so gratifying that she went on to become the primary presentation designer and oft-presenter in her department. These are the stories of Star Achievement repeated time and again across the nation. This is the story of how Joan Burge in her own style, in her own way has made a difference to the women in America.

Tucked away in the corner of my training material cabinet is a stack of Star Achievement manuals. I can't get myself to clear them out just in case the phone rings and I hear that voice say, "Steve, I've got this company..." After all you never, ever can say "no" to Joan.

Thank you, Joan, for including me on your team and providing me the opportunity to deliver your material. It allowed me to help so many participants in so many ways and made me a better person, to boot.

Steve B.

I still very clearly remember the day I started a search online thinking there must be some type of online trainings and resources that would be somewhat applicable for administrative professionals. Within moments, I discovered Office Dynamics and opened the website. The website did not only meet my minimal expectations of being somewhat applicable for my profession, it was specifically FOR my profession! Right at the top of the page I read "Inspiring Excellence in Administrative Professionals Since 1990."

I have to admit that clicking through all the tabs and resources felt a bit like Christmas morning! I would open a tab to see what was on the webpage and then open another, and another, hardly believing my eyes and excited to read and watch everything offered.

I can't say that I recall the topic of the very first webinar I watched but, I will never forget the lasting impression it left on me! I very distinctly recall the vision of Joan sitting behind her desk, dressed and accessorized as professionally as could be, with perfect hair, makeup, exceptional posture, such a confident persona, and that bright lipstick!

Since that initial webinar, I have gone on to watch many more over the last few years. I have also been an avid reader of her articles such as: How to Stay "On" at Work, Importance of Daily Huddles, Take the Lead: Do More, Be More and Achieve More! Power Up Your Attitude, and The Future of the Administrative Profession.

While all the webinars and articles have had a profound impact on my career, skillset and attitude, the most impactful influence Joan has had on me is how I now look at, view and describe my chosen profession, or as Joan says, "A career of choice." I no longer think of my contributions and role as just a job, or as an "extra" in my organization. It was almost as if Joan's passion and self-confidence leaked from the computer screen. I have a newfound sense of pride for my role and contributions at our organization and a new self-confidence when interacting with my company leaders.

I would like to sincerely thank Joan for helping to show the world that our profession is invaluable, truly is a chosen profession for many of us, and all her efforts to write and share such an invaluable wealth of her personal experiences, resources and trainings. Joan has truly raised the bar for Administrative Professionals!

Joan, a very Happy Birthday is wished for you! Sincerely,

Joan H.

Happy Birthday Joan...

You are exceptional and have inspired me in so many ways that there's not enough space to tell you how much. Please enjoy your day and all the well wishes. You are truly blessed.

Terry J.

Joan, I have been following you as well as attending your webex trainings for quite some time now. Each email, training, class or webex that you have never leaves me feeling empty. I always learn something new and always enjoy my time with you. I work in a large non-profit organization with a large team of Assistants/Executive Assistants and I am constantly sharing things that I learn with our team of assistants here.

Thank you for doing what you do and for leading the Administrative Profession as well as being such a wonderful role model and mentor. I can personally say that I appreciate your support and for being there to help us wade through all the challenges that we face in our field."

On a personal note, I have also had some health challenges in my life and I am in AWE of the way you handled and overcame the health challenge you had in your own life. Thank you for being so open with us and sharing your story of your personal journey.

Happy birthday to you! Cheers for many more healthy and happy years to come.

Cherie M.

Joan,

I have been an administrative assistant for over 30 years. During my career you have always been a role model of what it possible for us to achieve if we believe in ourselves and devote the time and energy not only to our everyday work but to enriching our life through education and family. One of my fellow co-workers, who is now retired, would always check to see if you were one of the speakers for any conferences we attended; and if you were it was added incentive for her to try to attend the event.

I have been privileged to hear you speak in person and can say that you exemplify what you teach. You don't rest on your laurels but continue to strive to improve yourself and others each and every day. You inspire each of us to do, not only our best, but to reach beyond and to keep reaching and learning and growing.

Thank you for all that you do and what you have accomplished (and continue to accomplish) for the administrative profession. You mean so much to so many people. I am honored to be able to help celebrate your birthday in this manner.

Again, thank you for continuing to set the bar of excellence for all administrative professionals to continue to reach, learn, and grown.

Rena B.

I began my career as an Executive Assistant in 2014 with no experience. When I started I received zero training on the job. My Executive's previous assistant had already left the company leaving me picking up the pieces of everything left behind. I eventually figured out my responsibilities on my own but I wanted a more professional understanding of the career so I began researching seminars and I found Joan Burge & Office Dynamics. I attended the 2016 and 2017 annual conferences where I learned more about the profession than I thought possible. Joan does an extraordinary job of pushing us all to succeed in our positions and be the best of the best. She grabs my attention time and time again on her webinars, in her books and during her conferences. She is extremely down to earth and explains the material at hand in very understandable terms. She is a passionate role model to us all and we appreciate all she has done and continues to do for the Administrative field. Happy Birthday Joan! I hope it is the best one yet!

Amanda



Hi Joan!

I've been an administrative professional for nine years. Five years ago, I attended one of your training sessions that was hosted by my employer. Since then, I have been taking lessons from you and have been learning from you about the administration profession. I use many of your resources... your website, online videos, Monday Motivators, webinars, etc. I'm also excited about your new book and pre-ordered it! What can I say? I love your work because you are excellent at it! I have not found another in this profession as phenomenal as you are. You make it look easy but it is hard work!

I recently got a promotion supporting a C-level executive, and I want you to know that everything I have learned from you is applied in my new role. Thank you for showing me what it means/takes to be on stage. I couldn't have done it without your example, your influence, and your leadership. You are truly an inspiration to me and you ARE my role model!

Thank you for all the hard work you put in everything you do. It's recognized and appreciated. Happy Birthday to you, and I hope you have a wonderful celebration!

Esther

Joan is passionate about her work. She loves life, helping people and educating people. Free webinars for people on a budget. Travels many places to educate office professionals. Her words of wisdom and articles educate me and keep me positive. She is a wonderful woman. We need more role models like Joan.

Victoria P.

I got to know Office Dynamics in February 2015 when I was newly subscribed to Executive Secretary Magazine. Joan had contributed an article and I checked her website for more information. In 2015 Office Dynamics started to offer free webinars on a regular basis and I was so excited I was able to join here from Frankfurt/Germany without any technical issues. I was thrilled and have hardly missed a webinar ever since.

Joan has become my source of inspiration and motivation! Through her publications and online trainings, I have learned a lot, although I have 30 years of experience in the profession. She covers all the relevant topics and is able to speak from both sides of the desk which gives her a lot of credibility. She truly cares about administrative professionals, loves what she does and is always looking for new ways to address her audience. - Her books and newsletters are food for thought. In her book about the BIG LIFE she even gives insights into her private life, which really touched me.

My favorable memories were the "12 Days of Christmas" webinars in December 2016. It was so much fun to have Joan and Jasmine on air every day in their beautifully decorated offices, with many funny surprises and special offers. It was a very intense learning experience as well and I truly missed them after the holidays.

I would like to close with a personal note:

Happy Birthday, Joan, enjoy your special day with your loved ones. May all the days ahead be filled with health and happiness. I wish you to celebrate all the wonderful things that make you so special.

And: THANK YOU very, very much for everything you have been sharing and giving to us, the admin community.

With best wishes from Frankfurt (and a picture of the sunflower in my garden)

Astrid K.



My first (and unfortunately only) time I met Joan in person was at the conference center in Leesburg, VA many years ago. I remember Joan asking us to write down one word that describes us. I chose the word "proactive." Joan spoke to each word the attendees put forth. I learned during that training session how to improve being proactive and how it would impact my work as a career association admin. Joan walks the talk and that's the value proposition she brings to me. I think of Joan as my virtual mentor as she influences the way I speak, work, and carry on in life on a daily basis. Congratulations on your very special day – happy birthday, Joan.

Barbara W.

Joan has been and is an inspiration and truly appreciated for the efforts she has put in to make us 'Administrative Assistants' to stand out. A role that has not really been given any importance to the acknowledgement that it is given now globally. I appreciate my profession now and this makes me happy.

I hope this sums up my gratitude to the work Joan is dedicated to.

Pam G.

Happy and Blessed Birthday, Joan!



Dear Joan,

If you could only see the two of us sitting by our computer writing down notes in our little notebooks, you would see two people who value learning from you!

Not only do you increase our knowledge, so we do great at our jobs, you also inspire our personal lives. For example, you had your dear dad share his wisdom. We wrote down the following "in our little notebooks." Among his lessons and precious thoughts, he taught us the following:

Have a positive attitude.

Believe and trust in God.

Play the cards you are dealt.

"This too shall pass."

Nurture our relationships with family and friends.

Never stop learning.

Your teaching is ingrained in us. For example, how many times at our jobs and in dealing with people, have we said to ourselves, "What would Joan do?" Or, "Joan wouldn't have liked that either." You have truly inspired us to be the best versions of ourselves!

God bless you and the entire Office Dynamics International team. Once again, Happy Birthday!

Wishing you many more Beautiful moments in your life,

Linda and Lisa Albrecht 💕💕

Twin sisters from Saint Louis, MO

When I think of Joan Burge, I think of Renaissance Woman.

Renaissance: By definition, "a person with many talents or areas of knowledge". This is Joan – to name just a few -- she is a teacher, leader, advocate, partner, entrepreneur, business owner, author, speaker, student, coach and counselor. She is driven, curious, creative, focused, bold, tenacious, resilient and passionate. She is a wife, mother, friend, sister, daughter, and grandmother. All of these talents and roles define Joan as an Influencer; and we are all better for knowing her!

Happy Birthday Joan!

Julie R.

I first met Joan in 1990 when she started Office Dynamics in the living room of her home while residing in Virginia Beach. At that time we were both members of Professional Secretaries International (now IAAP).

I still remember how impressed I was with her professionalism and admired her for taking the risk to start her own business. Together we formed a local group of top-level assistants to meet on a monthly basis for networking and educational opportunities. And, yes, we all fell in love with anything that has stars! We are still together after 27 years and have become friends for life all because Joan came up with this great idea. Joan always encouraged us to give our very best, think outside of the box, and never stop learning.

She is a true champion for assistants and will always have their best at heart. Joan remains a dear friend after all of these years and whenever we get together it is as if we never missed a beat. I am so proud of all that she has accomplished and the successful businesswoman, trainer, and author she has become. I look forward to what the future holds for Joan as I know more great things are to come!

Teresa P.

HI JOAN -

First off ... BIRTHDAY GREETINGS FROM THE HOME OF THE CHICKEN WING! MAY YOU HAVE THE HAPPIEST OF BIRTHDAYS! I like the line from my Buffett song about birthdays. "Here I'm singing' happy birthday ... with these souvenirs of my trip around the sun." May you have many more trips around the sun, always have red lipstick, a skilled manicurist and your disco outfit ready (just in case)!

Secondly ... Here is a bit of a shout out and a tip of the hat to you. I knew from the age of 15 when I started shadowing the middle school secretary during study halls, that I wanted to be a secretary. Like you, I've seen the progression from typewriters to computers, white-out to copiers and everything in between. The gift you have given me that I want to thank you for is ... you made me realize that I should be extremely proud of that journey. That it is a hell of an accomplishment. That I am not "just a secretary," but an essential gear that runs the office machine. That I have had a career, not just a job. That I still can learn a thing or two. That you are approachable and personable, inspiring and engaging, even in a crowd of 400. Thank you for all of "that"! I know I speak for the rest of my admin peeps when I say we are much obliged for all of the perspiration and perseverance it took to establish Office Dynamics as well as your inspiration and dedication to our admin profession." All my best - Dawn Pytlik, Executive Assistant Extraordinaire (From the home of the Chicken Wing - Western New York"

Disclaimer - I give a shout out to Office Dynamics that they are welcome to use my comments and wisdom to their discretion.

Since I am already spilling my heart out (lol), I just wanted to let you know how great it is to see how Office Dynamics has evolved as a team since I came upon your organization while looking for a conference to go to via the internet. As this profession isn't provided much professional development, I think it is absolutely terrific that Joan and the rest of your team

continue to provide free webinars and information on your website for the admins who still work in places that are still in the dark ages. Changing the stigma of the title of "just an admin" is still a battle that still needs to be fought. Thanks for being in the "trenches" and continuing to fight the Admin Revolution to bring the profession to new heights!

Keep up the good work! It is much appreciated!

Dawn P.

Dear Joan,

I am so very grateful that you invested all your time and efforts into helping Executives and their Executive Assistants to be the very best they can be.

I truly will never forget the day in the Star Achievement training at P&G when I was struggling so very much with getting up in front of the group to speak. You encouraged me and stood beside me while I was finally able to share with the group.

We made a true connection through loss in our lives and similar pain through losing our mothers. You have a true gift of connecting with your students and inspiring them to be far more than they ever thought they could be.

Thank you for touching my life in more ways than you will ever know. I thank you from the bottom of my heart and wish you a beautiful birthday celebration the entire month of August!

Cindy O.

Joan is a true example of someone who really live her passion and who is willing to share this with the world. When I first discover this website, it was like a whole new world. I did not realize that someone can be so active and sharing so much information.

Joan is definitely making a big difference and I wish that I stayed in America to be able to also attend her sessions.

Happy birthday Joan!

Hope that you will be able to share your knowledge with us for many more years to come.

Lynnette S.

Joan, thank you so much for always being so generous with your insight and experience. Your Monday Motivators are always a highlight in my inbox – yes, you brighten a little corner of Cardiff in rainy Wales with your gentle, upbeat tone! You always give me something to consider in my approach and my attitude and I love your talks and blogs. Thanks so much for all your hard work, and for your example of commitment. Have a wonderful birthday!

Cressida F.

Joan, thank you for supporting us in everything we do, we learn a lot from you , your advice is very helpful and useful it means a lot for us, it changed our lives and give us a motivated to keep up in what we are dream to achieve!

I wish you a better life and future.

Rashid

Joan, you are always a great inspiration. It is nice to meet someone that knows what it is like to be assistant and willing to help. I love that you motivate me to improve myself daily. Never stop.

Candy

Dear Joan, Happy Birthday! I hope you can rejoice today in knowing that you personally have made a difference for many others. I am no longer in an administrative role, but I manage a powerful team of professionals who sometimes fall prey to the notion that they have a lesser valued role than others in our company. The materials you share help me help them know how powerful they are. You validate the role. Thank you. Marge Burch, Alight Solutions

Margaret B.

Joan,

May you have a wonderful and happy birthday. It's our day to celebrate you as you've helped so many in a totally selfless and supportive way.

The best on this day to you!

Jim H.

Joan,

I was new to the Administrative Professional training circuit just recently and having you as the guest speaker opened my eyes to the wonderful training afforded our profession. I attended the Admin Pro Forum in Orlando, FL and the wealth of information afforded me there was so profound and genuine. I want to wish you the very best on your birthday and always. Your wealth of information and your care and concern for our profession is greatly appreciated by many! Happy Birthday, Joan!

Gail G.

My first encounter with Joan was during an on-site training that my colleagues in California were kind enough to invite me to attend. I was so inspired by her and the work she does, that I signed up to take her World Class Assistant training. I participate in as many of her webinars that I can and I look forward to the Monday Morning Motivators to get my week started. I've also attended her annual conference.

Joan is dedicated to the profession and keeping it alive and fresh, even for those of us who have been working in the field for many years. She is an amazing role model not only to the administrative profession but also to me personally as a woman. Despite having faced many challenges during her lifetime, she manages to hold herself up with grace and dignity and a winning, positive attitude.

From your "Barbra Streisand" look alike in New Jersey (aka Fran Smith), have a happy, healthy birthday. Keep doing the work that you do! Until we meet again ... and we most certainly will.

Fran S.

Hi Joan,

You are truly an inspiration to us all! With your help and support, we strive to be the best assistants we can be. You are such an encourager and that is so evident in your many helpful webinars. P.S. I love your hair and your lipstick! ☐

Leslie P.

Joan,

You have done so much for so many that I just wanted to take a minute and say THANK YOU! You set the bar high. You energize us with your personality, your smile, your red lipstick. ☐ From web conferences to Facebook Friday, I look forward to hearing what you have to say, as I know it will touch my life in a positive manner. You are truly an inspiration to us all!

Wishing you a fabulous birthday,

Carol T.

I have not met Joan in person or have had a chance to attend any of her conferences. But I feel as if I know her so well through the Office Dynamics website and training. The first thing that was very helpful to me was Joan's Monday Morning Motivator emails. I look so forward to getting that email in the beginning of each week as they would help set the tone for my week.

When I joined IAAP and found out about Office Dynamic's website it was the resources I needed to grow in my career. The reference material is always spot on and the Webinars are very informative.

Wishing all the best for Joan and hoping to someday get the chance to meet this wonderful woman in person!

Donna M.

Quite simply, Joan changed my life. Ten years ago, I was searching the internet to find administrative training that I could bring into my company. That's when my life changed forever. I found Joan and Office Dynamics and I knew immediately, I needed to know more about her and her training. I signed up to attend World Class Assistant. Not only did I find the training that I had been searching for, but I also found in Joan a role model, mentor, colleague, peer, and most importantly a dear friend. Since meeting Joan, I have become a leader, not just within my company but in the administrative community. I discovered what it truly means to be a strategic business partner with my CEO. I have been able to take all this knowledge and leverage that to start AdminUniverse™ to pay it forward and train other administrative professionals how to do the same. I owe it all to Joan.

Joan, congratulations on setting the standard on how we should all perform and happy birthday.

Joanne L.

My professional journey with Joan and Office Dynamics began October of 2016. Joan is 100% about educating and empowering individuals. I appreciate Joan for sharing her wisdom and vast knowledge of the Administrative profession through blogs and interactive webinars. At the end of my work week, I look forward to the pearls of wisdom that Joan selflessly shares in the Monday Motivators email. I am happy to know of such a professional and polished lady like Joan. Enjoy your special day!

Candice J.

I had never met your mother, Joan prior to October 17, 2017; only knew of this lady via email and webinars and instantly liked her. She came across as a very warm, welcoming, definitely motivating and inspiring lady!

When I attended The Accelerated Assistant Seminar in Nevada on October 18 for the week, I felt as if I was meeting a superstar! Your mom was as warm as her emails and super motivating. I felt so wonderful in her presence as well as the other guest speakers – hated to leave to go back to “reality.”

I love and look forward to Joan’s “Monday Motivators” emails as Monday’s are not my favorite day of the week. Her emails just lift my spirit. Some days can be a bit chaotic in the office and I’ll pull up some of Joan’s Motivating emails (Embrace your big thoughts - love this one, Celebrate WHO you are, staying motivated at work), to get me past that “headache” of moment.

Joan, here’s to wishing you a wonderful birthday and many healthy more – we need and love you! Keep up the exceptional work that you and your team do.

Cathy

Happy Birthday Joan! I attended one of your classes approximately 22 years ago, and you made a huge impact on my career. Although I moved away from the Administrative Assistant profession, you inspired me to reach for the stars in your Star Achievement Course! During one of your classes you mentioned two things that I have never forgotten . . . the Charles Swindoll quote on the importance of positivity and getting out of the box (the flea experiment). At that time in my life, I had been through a painful divorce and had just re-entered the workforce with twin 4-year-old daughters. Needless to say, I felt very small and insignificant at the time. Joan, you inspired me to remain positive and to push myself outside of my comfort zone. Since that time, I met my current spouse who’s been a great dad and a wonderful husband! We’ve been married now for 21 years, and I earned my Bachelor’s Degree in Business Management a few years into my career. I also encouraged my daughters to attain their degrees. They saw the importance of an education and attended my graduation. My daughters have both earned their degrees – one earned a Bachelor’s Degree in the arts – graphic design and the other will have her Master’s Degree in Intercultural Studies this month and has a passion for helping suicidal students in Japan. One of my daughters is married to a Youth Pastor and the other daughter will be married to another twin in February. 😊 Although the journey has not always been easy, I’ve had the privilege of working here at Caterpillar for the past 22 years and am blessed with a wonderful family. Life does throw us curve balls now and then, but my faith and positive attitude have sustained me and gotten me through it. I’ve always appreciated your willingness to share your personal story and your journey. Thank you for that as it inspires all of us. Even though I’m no longer an Administrative Assistant, I’ve continued to read the Monday Motivators on a weekly basis. They continue to inspire me to be my best. Joan you inspire all of us in many different ways - may you have a wonderful birthday with friends and family surrounding you! You deserve this special day!

Melenda L.

I have had the pleasure to take two training sessions with Joan. I took Star Assistant several years ago and just last week spent 4 days with her for my CWCA certification. Joan is an amazing woman, clearly the front-runner in the administrative industry! If you learn from Joan, you learn from the best!

It's been amazing getting to know her and I look forward to spending time again with her, hopefully at conference in the years to come!

HAPPY BIRTHDAY, JOAN!!

Jennifer M.

Happy Birthday Joan! Wishing you many more years of love, laughter and adventures. Thank you for all that you do to assist the administrative professionals with reaching new goals we never dreamed we could. You are a true inspiration to us all!

Liz F.

I first heard about Joan Burge several years ago, when I was researching online training for administrative professionals. In more than one resource, I read about this Joan Burge, and how she and Office Dynamics are considered the first and best source of trainings for assistants.

The reviews were so raving that I was admittedly skeptical – after all, who could provide so much impact while nary a constructive word also being said? I decided to check out Office Dynamics for myself. After looking through the OD website, I took the plunge and signed up for their free webinars.

To say that Joan and the OD team subsequently provided value in the webinars, online, and print resources is an understatement. All of those collaterals are incredibly powerful; even more so than the tangible collaterals are the servant leadership attitude and genuine sense of kindness that envelop me every time I have any form of contact with Joan and her team.

It's a testament to Joan's leadership that her team goes above and beyond the call of duty when serving others – only a leader who lives that approach can see those results as the fruits of her labor.

I'm grateful that Joan Burge took the plunge to "sitting on the other side of the desk" so many years ago. She's influenced and inspired me!

Erin R.

Dear Joan, I want to wish you a very Happy Birthday. I am a "fellow Leo" as well. We are special people! I also want to thank you for your inspiration and willingness to share your video programs to the Executive Assistants all over the "world"! I have found so many tidbits in your emails, Monday Motivators and videos. I share them with other Executive Assistants in my company. You have created a fantastic company. Have a great birthday and year! I wish you prosperity and good health as well.

Madelin L.

My first encounter with Joan was at the Case Western Reserve University's Administrative Professional's 1st annual meeting, where she was the keynote speaker. Joan was such a breath of fresh air and offered up so many wonderful insights to our profession. Afterward, I found out that Joan offered to be our keynote speaker at no charge. We were a new group, in our infancy stage, and that really meant a lot to us. I then had the opportunity to attend the Office Dynamics conference in Las Vegas. I was blown away. The enthusiasm Joan exudes makes everyone feel like they are the only one in the room. The group of presenters she pulls together for the event are amazing. For CWRU's 2nd annual Administrative Professionals meeting, Joan and Office Dynamics sent our group a variety of door prizes to give away. Again, without cost and allowing us to make it a very special day for those in attendance. I love Joan's webinars, her Monday Motivators and everything she offers to those of us in Administrative Professional careers. I have since changed employers and I am now working at The College of Wooster. Last year, I started an Administrative Professional Network at the college so that Joan's encouragement and knowledge can be passed on to a new generation of Administrative Professionals. I am wishing Joan a marvelous birthday and many more years of joy and success. All the best,

Patty W.

Joan,

You have been an inspiration to me for many years. I admire you for your strength, your courage, and your ever-constant drive.

The first time we spoke I told you that you are, to the admin world, what Mickey Mouse is to Disney. Now that you have achieved one of your dreams of teaching your Star Achievement program to our Walt Disney World administrative professionals my statement is even more true! As we say here at Walt Disney World, you have "earned your ears"!

I am so glad that we became friends and that you are part of my life.

Happy Birthday, Joan!

Paula S.

Dear Joan,

Happy Birthday and best wishes for your future!

I just wanted to take a moment and tell you how much I appreciate your love and dedication to and for the Executive Assistant. One of my favorite things about Monday morning is the email that you send that contains the Monday Motivators. These quick reads offer timely and practical advice that in most cases, can be implemented instantaneously.

Thank you, once again, for all that you do, and the infectious enthusiasm that you convey with each message that you send.

Maura C.

I am so thankful for Joan! How I wish I had discovered her, Office Dynamics, and those generous resources much sooner in my 30+ year career as an office professional. Joan's intelligence, marvelous sense of humor, ever-present smile, and continuous cheerleading for the EA profession make her a treasure worth sharing. In a profession so often marginalized, I value Joan's unceasing championing of the cause of continuous improvement for administrative professionals. Thank you, Joan, may you reign many more years – you're a gem!



Julie R.

Joan,

You inspire me more than you could ever imagine! The way that you are so willing to be vulnerable and to share personal moments of reflection with each of us is a huge influence. I remember the first Office Dynamics Annual Conference for Administrative Excellence that I was privileged to attend, you spoke about how you kept a gratitude journal, and to me that was an insight of your personal character. I could tell every single speaker was chosen to add to the experience, and many were as open and vulnerable as you, which also told me that you truly are dedicated to office professionals. And I realized that it's not just one moment when you are on stage, but you are being real to help others grow and share their experiences with others. Recently in a Monday Motivators, you shared a very personal moment related to holidays and fireworks. I know that I was one of many who could relate to the dread of holidays, so I was extremely touched that you thought to share that and the message of reframing. Joan, you are constantly an inspiration and gift of hope to me. Thank you and Happy Birthday!

Ann B.

Dear Joan;

You may or may not know this however you literally changed the direction of where I wanted to go in life because at the time of meeting you I was really just traveling life's road without a map. Listening to you that day 18 yrs. ago at Synopsis where you shared the details of the Star Achievement Program to members of the SVCA I got caught up in your passion and enthusiasm. You talked about the administrative profession and the value the role can bring to business and how the Star program could turn administrative professionals in to true "Stars" for their organizations. That day you sparked the embers deep inside of me to challenge myself, step out of my comfort zone and get certified to teach the Star Achievement programs at Cisco.

One year later after being certified I remember my very first day teaching Star Achievement Level 1. Scared and nervous and hoping the administrative students in the room would love the program and candidly like me too I soon saw my wings spreading wide – the students loved it all and still do to this day at Cisco! That day my life and the course of my career changed forever.

Having you as a friend and a mentor has truly been a gift that I will always cherish.

The Path:

Following a path that was boring and straight
Where scenery never changed ... just another day
Then a sign up ahead said "hey – go this way instead"
I was curious to see ... however with just a bit of dread

With one foot in front of the other... and just a bit rattled
I turned off the old road to the path less traveled
What lay ahead was my passion... lost and ready to find
With gratitude thank you Joan for providing the sign

Debbie Gross
TRAINING & COACHING ADMINISTRATIVE EXCELLENCE

Hello, my name is Vojislav, I came from Serbia.

I am a school secretary by my work place, and I am a lawyer by my occupation. The one year before, I surfed on the Internet, to find something about school secretaries from other countries, cultures etc. Of course, Internet browser find your Office International Dynamics site, and free webinars of your company. I saw some of them, I registered on your site from free webinars, Monday motivators.

I can say, I can only give her words of praise, for her passion, work, the actuality of topics processed by her advice, webinars, her effort and dedication to convey her tremendous professional experience, Goodwill to other administrative assistants. Mr. Brian B., thank you very much for your friendly message, and to an opportunity to say, simply - Thank you very much Mrs. Joan Burge.

Happy Birthday Joan, and best wishes to your personal and professional success. Best regards to all members of Office Dynamics International.

Vojislav B.

Dearest Joan,

You have been an active part of my daily life for nearly 3 years. The day I found Office Dynamics was a day that ultimately started the ball rolling for an overall shift in my mindset. You were the first person to make me realize I have a career and not just a job. I realized I had stopped setting goals for myself and was merely taking each day as it came. Since that time, I've drunk in every word of wisdom you've shared which has motivated me and made me reevaluate myself on so many levels.

I admire your drive for what you believe in, but I am profoundly moved by the strength and resilience you've shown during the difficult losses and experiences you've shared with us. I have not experienced any significant loss in my personal circle for about 14 years, when I lost both grandmothers within a few months of each other.

In February, we learned that our boxer, Sampson, has terminal cancer. He is my first dog and a strong spirit of influence for me. As I know you're a dog lover yourself, it has rattled me to my core. We were told we had 2-3 months with him. I'm happy to say that today, 5 1/2 months later he's still with us. I know that could change at any moment and in times of tears and stress I think "what would Joan do". I imagine myself channeling your strength, grace and resilience and I know this is an opportunity my Creator has set in front of me as a learning experience. Everything happens for a reason.....as was my finding Office Dynamics!!

Your poise, grace and enthusiasm are with me every day. Thank you for being such a positive influence in my life!

Happy Birthday.....and many, many more!!

Your devoted fan in Columbus, Ohio,

Barbara C.

I met Joan through a mutual fund at a PSI/IAAP event when she was getting started on the speaking and training circuit. I was impressed then, and it hasn't changed. Since that time, I have been able to participate in a few things and have always found them to be professional and of STAR quality. I'd like to wish Joan a happy, happy birthday, with many more to come, and continued success in her journey.

Ruth F.

Joan,

On your Birthday I wanted to let you know how much your Office Dynamics Trainings have meant to me. Your energy is infectious, and you truly do "walk the walk" and "talk the talk." I have been blessed to be part of your group at The Gideons International in Nashville, TN. Your course content is so well thought out and I always find a nugget or two imbedded into each online training session, especially the one on Mastering your Executive's Calendar. I hope you spend your Birthday relaxing with family and friends-truly enjoying what the fruits of your labor and your vision have created across the country! From one Clevelander to another...go have yourself a pop and a kielbasa (Polish Boy/or Italian Style), then a very long workout! In all seriousness, Congratulations and Thank you for being You and using the gifts and talents God placed in you to share with the rest of us!

Stacy B.

Joan's innate ability to be both "real" and "inspirational" is energizing and motivating. She is a breath of fresh air, and I absolutely love being in her class. After every day spent with Joan, I feel better about myself, my abilities and the work that I do. That is a trifecta of positivity that is not easily achieved, but Joan does it every time, and she does it with style.

I hope Joan's birthday was a fabulous as she is, and I know that if she got to spend time with her family and friends, she had a happy day. She speaks of you often, and it's very clear she is proud of her tribe.

Amy S.

I wish your mother a happy birthday which is approaching soon. I've commended her for her dedication and motivation for creating her own company. She always provides good advice and insight which I like reading even when I'm not motivated. I wish her well in the future.

Anita I.

Happy Birthday Joan! I hope your day is blessed with all of your favorite things.

It is wonderful having someone like you as a supporter and advocate for administrative assistants.

Your dedication and passion for the administrative career field is so inspiring. The time you devote to teaching what you have learned over the years has benefitted me professionally and encourages me to "pay it forward" and be the best admin I can be for myself, the executives I support, and my company.

Thank you for your time and energy in all the webinars and seminars you host. I'm looking forward to reading your upcoming book RAW. REAL. UNCUT. Joan's Top 5 Secrets. Thanks again Joan, You Rock!

Deborah S.

My words to Joan Burge is to truly "Thank" her for building up Office Dynamics to what it is today which is providing excellent webinars, marvelous motivation Monday quotes (which always helps me start my week) and amazing conferences from what I see (haven't had the opportunity to attend one yet but hopefully one day in the future) for the Administrative Professionals which is of excellence, truth and on-point about what true Administrative professionals do. I find all the webinars that I have been fortunate enough to attend very motivating and helps me to grow professionally and consider this a true profession and be PROUD of it. Thank you, Joan, for advocating for Administrative Professionals and I wish you an amazing birthday surrounded by much love, laughter and happiness. Too many more!!

Helena T.

Dear Joan,

When I received Brian's request for birthday wishes for you I immediately thought of this quote ...

"Count your life by smiles, not tears. Count your age by friends, not years."

Over the course of the last eleven years, I have witnessed and shared both the smiles and tears that you have encountered. I have watched you teach and demonstrate the lesson of resilience using the palm trees you so love, showing us, we can all survive life and career challenges and changes.

Your impact on the administrative profession is unmeasurable! However, this impact does not stop there, as you have taught us, we spread these messages even further to non-administrative acquaintances, by sharing with our various "circles". The business lessons often overlap with the life lessons, the ones that constantly resonate with me are the messages of resilience, gratitude, a positive attitude (I have kept the Attitude by Charles Swindoll handout on my desk since the day you

gave it to me), "being in the moment", and "looking at life with a question mark, not a period".

Your passion for the administrative profession is unmatched. Through your training, books, and your company you reach so many; not only educating us to be the best we can be professionally, but also inspiring us to be the best we can be personally.

I wish you a very happy birthday and all the best today and in the future.

Laura S.

Happy Birthday Joan!

I wanted to let you and anyone who reads this know how much the training, guidance and knowledge I've received from you and Office Dynamics has meant to me over the past several years.

Throughout my career of 50 years I have always looked for training programs that would help me in my career. I didn't just want to get a promotion or more money, even those are great. I wanted to improve my skills and my thinking. Most of the programs or organizations that I found over the years had very little impact and I always felt a little disappointed and let down.

I heard of the Star Achievement Series after joining Humana Inc. and was eager to be a part of the program. Before the first class I was still a little apprehensive because of the disappointment I felt in the past but during the first class I knew this was different. The information and training were something I could understand, it made sense and could be easily applied to my work and my life. I've always been a little introverted and I truly believe that Joan's words and guidance have helped me grow.

I became a Star Facilitator because I wanted her training to continue and also to help me grow as a person. I learned a lot about myself and others while being trained and while teaching the classes, I have many fond memories and hope I was able to help the attendees.

I am now retired but still continue to think about many of the things I learned and apply them to my everyday life. I truly wish Joan's training could be taught in all businesses. In my everyday dealings with various people and businesses I see skills that desperately need to be improved.

Joan's training and knowledge isn't just a training program, it's also a way of thinking and can help us in our daily lives no matter what our profession is.

Sue H.

I've been following Joan for approximately 12 years. I work at Amgen Inc. in Thousand Oaks, CA and she came onsite to give a training course (about 12 yrs. ago) entitled "Star Performers..." (I'm not exactly certain on the name of the course).

She truly is an inspiration - her high-energy and optimistic personality is very refreshing. When I heard about her late husband passing away, it made me connect with her even more since my late husband passed of the same disease (pancreatic cancer).

From a personal standpoint, I can say there's a lot to get through and she did a fantastic job at coping with such a tragedy and it appears she has come back even stronger.

Irene N.

HAPPY BIRTHDAY JOAN

Best wishes to Joan Burge for the wonderful ways she has touched lives all around the world. No one introduced Joan Burge to me – I discovered her because of my quest to know more about Administrative Excellence. Ever since, I discovered her, I have excelled in my responsibilities as the Personal Secretary to the Chief Executive of my organization.

She has affected my life so much especially after I listened to her webinar on the 29 secrets to her administrative excellence. That was mind blowing – especially, the third secret which explains "Not playing by the rules". Oh, that was quite instructive. How do I do things better? This is true administrative excellence. This she's done for over two decades still counting.

Finally, she concluded by saying 'Be the change you want to see in you and your workplace.

Happy birthday Joan Burge, I wish you many more fruitful years ahead as you touch more lives around the world with your wealth of experience which has brought excellence in administration.

CONGRATULATIONS!

Lucy O.

I was on the internet in search of conferences and trainings overseas for Administrative Staff when providentially I opened the website of Office Dynamics. Then on perusing through the objectives of the office and the personality of the founder Joan Burge, I observed a woman who wants to leave the face of this earth empty. She is so enthused about Administrative assistant and all it takes to be at the top, that she stops at nothing to making sure every programme she organizes stands out and lives the taste of time in those that attended. She is so dedicated to letting interested Administrators be equipped with as much knowledge as she possesses and if possible be better. Am yet to attend any of her Conferences but hopefully that of March 2019 is a must for me by the grace of God.

On a special day of her life like this, I pray God to enable her to accomplish her purpose here on earth in the lives and careers of Administrative assistants.

Nnaemeka Ezema

While I had worked at the Food Bank for nearly 3 years, I had no idea what I was getting in to when I agreed to temporarily fill in as the president & CEO's executive assistant in early 2016. I did not have anyone to ask about what was best to do or where to start, so I did a Google search. Thankfully, Office Dynamics was one of the first resources I learned about. During the weeks I was temporarily filling in, I frequently referred to Joan's webinars, books and emails for guidance.

After about a month, I was formally offered the executive assistant role. I can honestly say that I would not have felt as prepared or confident in taking on the position without Joan and Office Dynamics. Joan is my number one resource whenever I have any admin/assistant related questions. Thank you!

Devin C.

I came across Office Dynamics purely by chance almost 18 months ago. I saw the logo in Executive Secretary magazine: it was among lots of others, but this got my attention. So, I started to look for additional information on internet. I was immediately capture by it, by the amount of information that Joan shares with the assistant community all over the world. I started watching recent and old videos. I share with Joan the idea of a continuous learning and growing. Monday motivators and Facebook Friday are a weekly appointment. I'm a bit disappointed that I cannot always see them live since they coincide with my arrival at home to my family, but I always watch the recording. Recently Joan suggested a great book about Walt Disney: this is one of the best and most inspirational book I have read! Thanks Joan for what you do, for being always so inspirational, for helping others growing, for your energy... for being Joan! Wishing you a wonderful birthday!

Auguri! A.

Dear Joan,

Wishing you a wonderful and very Happy Birthday!

Here's to all the new and exciting things in your life that are sure to come!

Congratulations on your new book and thank you so very much for all you do to support EA's like me!

Know that you are appreciated and loved!

Marcia W.



***WISHING YOU A VERY
HAPPY BIRTHDAY***

Thank you for your inspiration and caring about administrative assistants.

The enthusiasm you share is infectious (in a good way) and I truly thank you for all the educational opportunities you provide. Your wealth of knowledge shared and presented in a congenial environment could not be more appreciated.

Have a great birthday!

Mary W.

I found Office Dynamics and Joan about 2 years ago and it has been a turning point in my career. I was stuck in the rut of the "I'm just an 'admin' mentality" but that changed listening to Joan's webinars and reading her Monday motivators. I enjoy the free webinars where I have learned and been motivated to grow my career further as well as to grow myself professionally and personally. I especially enjoyed the 12 Days of Christmas webinars in 2017 and was fortunate to win one of the contests, naming the reindeer (Snowberry). I have recently connected to Office Dynamics via my LinkedIn profile.

I now know that I can be more and I'm striving to have my boss see that as well by offering to do or help with projects, creating PowerPoint presentations, etc. that will show her my abilities and skills. I have gained more confidence with the webinars and have learned about conferences to attend to further my development. I request to go to training to further my skills and development. My next steps in growing are to read one of Joan's books that I have purchased and attending the Office Dynamics conference in October.

Thank you for all that you do for administrative professionals. I know that I truly appreciate it!

Stephanie N.

Joan,

I do not recall when I first discovered you and Office Dynamics, but what I do recall is the significant influence you and the company have had on my career. I have been an executive assistant since the ripe age of 19 in the Marine Corps, so it was sometime between 1986 and today. What I do recall, however, is reading your book, How to Become an Inner Circle Assistant, and realizing that there was a champion that existed who not only advocated for administrative professionals but saw it as a rich and rewarding career, as I did (and still do). This realization helped me to feel not quite so alone in my quest to become the best executive assistant possible and that there was a mentor who not only held herself to a higher standard as I did but had the experience to back it up.

I have had the pleasure of serving as an administrative manager in prior roles and your books are always on the gift list for every Administrative Professionals Day in the hopes that others will find you as inspiring and thought provoking as I have.

Thank you for all you have done for administrative professionals all over the world. If I can ever be of service to you, please do not hesitate to reach out.

Kaylene

I had the pleasure of meeting Joan years ago through a group she started called Star Achievers. Although Joan relocated from the Hampton Roads area in Virginia and the name of the group changed, we have remained together for over 25 years.

Knowing Joan has been a wonderful experience, and I am proud to be a part of her extraordinary life. Thank you, Joan, for your inspiration and dedication to administrative professionals!

🌟 I hope you have a Happy Birthday! Here's to many more celebrations! 🎉

Audrey O.

Joan – You are a wonderful teacher and leader. The knowledge and the life experiences you share have helped me improve. You are an inspiration.
Grateful for the Monday Motivators, webinars, and Facebook Friday's.

I appreciate all you have taught me.

Sandra G.

Joan Burge is Wonder Woman! While she now owns her own company, she still has the role of assistants in her heart. Whether she is aware of budget-cutting across corporate America and/or her heartfelt desire to bring light to all of us, she still offers free webinars to help us grow both personally and professionally. Who does this in the real world? JOAN!

Happy birthday to a Wonderful woman! Enjoy!

Sheila M.

Joan,

Your passion for admin work is very obvious. Seeing and hearing your enthusiasm is motivating. Thanks for stressing the importance of the role of administrative assistants and encouraging us to respect and take pride in what we do. You inspire me to do better and be better. Thanks Joan. Have a wonderful birthday! 😊

Carolyn R.

My very first face to face encounter with Joan was at last year's conference, 2017, I was sitting in a cafe reading her book, 'Give Yourself Permission to Live the Big Life'. In full learning mode and so excited to be attending my first ever Office Dynamics conference, I was soaking in all she had written. Suddenly, I see someone standing in front of my table. It is the Joan Burge. I was speechless, excited, giddy, shocked...and a number of other emotions. She immediately opened her arms, smiled so big and hugged me. I had tears in my eyes. She was with others from the conference team and told them she would catch up with them in a few minutes. On one of her busiest days, she took at least 15 minutes if not more out of her hectic schedule to sit with me. She gave me her full attention. She asked questions, she listened...she made me feel like we were old friends catching up while at the same time as a mentor encouraging me to be my very best. She signed my copy of her book and thanked me for attending the conference. Her gratitude, attention, energy, and embrace meant the world to me. The entire conference was a spark for me; my light was brightened and it all started with that first interaction with Joan. The past year has been so rewarding for me...and this Big Life I am embracing!

I am beyond words and gratitude that I have had the honor to stay connected with not only Joan but others in the Office Dynamics team. Joan has offered a mentorship I can't quite explain. Her energy, professionalism, kindness, encouragement, knowledge, genuine care and positive attitude (the list goes on and on) are all beyond measure and I'm grateful to be getting to know her! I wish her a VERY HAPPY and fulfilling birthday and a huge THANK YOU for her kindness and how she has inspired me to be purposefully visible!

Dana B.

Dear Joan,

Happy birthday! I hope your day is extra special. Thank you for your investment in our lives, all your words of encouragement, as well as your constant challenge to be the best that I can be in my profession and life outside of work. Many of the messages you send to me I have been passing on to my daughter who works with children who have autism. Your messages are practical and can be applied to her profession, and she sincerely loves receiving them.

Thank you for being a positive influence to so many people. You live out your faith and values in your words and actions. I am inspired and encouraged by so many of your messages. Wishing you many more years ahead as you make a difference in the lives of others every day.



Karen L.

A very Happy Birthday from Nashville! If I had a beauty gift to give, it would be a tube of red lipstick and some extra hold hairspray! You are one stylish lady! Joan, when I first became an EA, there was one and only one blog that came highly recommended and it was YOURS. However, after meeting you in person, I have developed a far more profound admiration for who you are outside of your amazing career. First, I give thanks to our Heavenly Father for showing me your heart, which eventually led to you blessing our staff here in person at The Gideons International. Isn't it just like Him to bring us together and bless both our businesses to boot?! Joan, you make an impact wherever you go. Next, I admire your tenacity. Be it grief, sickness, relocation, economic downturns - you've had lots of "stop signs" in your life that you've creatively turned into "Yields" or "Merge" and eventually into all green lights! You just keep going! Third, I appreciate that you continue to be present in your relationships. Many people lose themselves in their careers – you don't. It's clear you are dearly loved in all your roles in life, past and present: a daughter, a sister, a friend, a wife, a Mother, an employee, an employer, a mentor, a grandmother and a great many more. As you read these words in the years to come, I pray this gift is a constant reminder that you have (and do!) make a difference in people's lives all over the world. And so, I'll close with this blessing: 1 Col 9-11 "And so from the day we heard, we have not ceased to pray for you, asking that you may be filled with the knowledge of His will in all spiritual wisdom and understanding, so as to walk in a manner worthy of the Lord, fully pleasing to Him: bearing fruit in every good work and increasing in the knowledge of God; being strengthened with all power, according to His glorious might, for all endurance and patience with joy." I wish you many happy returns of the day dear Joan!

Tiffany M.

Dear Joan:

Thank you for all the information you have shared over the years that is so invaluable to those of us still in the Administrative Assistant field. I discovered your YouTube videos about two years ago and have been a fan ever since! I love receiving the Monday Motivator emails. I was so in awe of the one you shared about your husband's passing and the affect it had on you as far as how you live and do things. It touched me deeply. My husband and I aspire to start our own business. Hearing about how you have built your company from scratch and have been successful inspires me to know that it can be done with knowledge and a lot of determination.

I was also glad to hear you are in good health. It takes a brave person to share such intimate thoughts these days, as information is misconstrued or misused by so many who want to do harm. I applaud your courage in sharing such personal things to the benefit of others. That says a lot about your character.

I wish you the happiest birthday ever and hope for many, many more for you!

Sarah C.

Dear Joan,

I just wanted to say thank you for being there for all of us! I started in an executive admin. position in which I was incredibly overwhelmed. My "real" boss – essentially the CEO of our Diocese – gave directions which were almost immediately countermanded by one of his senior staff members; a man who was completely unyielding and threatened my job daily. I spent almost two years unable to offer support or direction ... completely lost in that position, and consequently, so was our leader.

Then, by complete accident, I was fortunate enough to read about one of your books. Once I bought the book, I did further research; signed up on your site and the rest, as they say, is history. I was able to develop a system with Bishop that allowed us to work as a team without raising the ire of his senior staff. I've moved to a different position in the building, but I have a good solid foundation on which to build.

I cannot thank you enough for the support you have given me over the past years and I eagerly await the next webinar or book, so I can keep moving forward.

Judith W.

I somehow stumbled upon Joan and the Office Dynamics team online about 2 years ago. I was immediately drawn to her classy style and professional advice. I have been in the administrative world for close to 25 years and was quite surprised to find out that I still had a lot to learn. Joan gave me the inspiration to not be ashamed of being "just an administrative assistant" and to be proud of my career. She helped me change my thinking to realize that I was a business partner to my executives and not just the "worker bee". I love her work ethic and her energy both in her professional life and what she has shared with us of her personal life. She is a wonderful role model and I look forward to her webinars every month. I have several of her books and love her life story. My mother also died of pancreatic cancer, so I feel like I can relate to Joan on more than one level. I think it is amazing how she can take what comes at her and still find the strength to rise above it. She truly is a wonderful mentor and I have added "meet Joan Burge in person" to my bucket list. Thank you Joan for everything you do for our field and for women personally. You are such a gift to us!!! I hope you have a wonderful birthday and year ahead.

Sue S.

Another birthday?! Time sure flies.

I remember when you were promoting Office Dynamics from our TABBIES booth at the IAAP Convention. Even though I have recently retired, I still have my signed book, "The Survival Guide for Secretaries and Administrative Assistants" (1992).

Best wishes for a Happy Birthday!

Cindy J.

I first met Joan in April 2018 when I started the Star Achievement series. Her passion and knowledge of the administrative profession is so apparent and becomes infectious! I have learned so much from her the last 4 months and look forward to her visits each month. I am going to be so sad when it's over! I love hearing all of her stories and she is such an inspiration to so many people. She has encouraged so many admin professionals to continue their growth and never stop learning. I am grateful we have an advocate in the admin world who has been on both sides of the desk and she is such a role model with a wealth of knowledge. I look forward to our remaining classes, her new book, and hope to continue learning from her even once our magical classes have completed. She has ignited a spark inside me that I forgot I had. Thank you, Joan, for everything you do and I hope you have the most amazing birthday this year!

Alyssa M.

I have been a subscriber to Office Dynamics for many, many years. I admire Joan and her enthusiasm for teaching others like me how to succeed in the Administrative world. I saw what Joan went through during the time of the loss of her husband and her drive to continue with ensuring her company didn't skip a beat. Her ideas, suggestions, connections are all so inspiring and helpful. I enjoy the webinars as well as the guest speakers, as they are very informative. I've since moved from the private sector to higher education sector. But while in the private sector, I acted on some of the advice given in one of the webinars and introduced by manager to Office Dynamics. She attended one of the webinars and asked that I share with the other Admins with whom I worked what Office Dynamics provided. Of course, I gladly shared.

Thank you, Joan and Office Dynamics, for giving me more confidence in what I do and in knowing I am doing it right thanks to your resources! Happy Birthday to you and wishing you the best.

Mercy E.

J: Joyful
O: TrustwOrthy
A: FAirness
N: DetermiNation

B: AmBition
U: CoUrage
R: Resilience
G: CarinG
E: Excellence

Monica C.

Indeed, you do have an awesome mom and Joan has an awesome son to be planning this awesome surprise for her!

I've participated in a couple of Joan's complimentary video sessions and I really do appreciate Joan's time, effort and ability to share her personal work experience to help others excel in their work.

I've been an executive assistant for close to 30 years until I left my last EA to VP job in 2016. Hence, I can totally relate to Joan's views and pointers. I would love to be doing what she is doing now, that is sharing her own work experience to help others. But, alas, not everyone can be as dynamic as Joan and to have her charisma and entrepreneur spirit to successfully build a platform like Office Dynamics and engage so well with participants. Keep it up, Joan!! As for me, I will remain a grateful user of this great platform to learn new stuff as well as to enjoy the camaraderie as I take on my current administrative assistant tasks. Thank you!

Billie S.

Joan Burge is a true inspiration.

For me, she takes an ordinary day and turns it into a day full of dreams and hopes. She's truly a visionary who reaches deep down inside of herself and speaks to you in a way that you need most at the moment. I would like to take this opportunity to wish Joan the best birthday ever...

It says a lot about a woman when her kids come back to speak about the greatness she has instilled in them so thank you Brian for inviting us in....

Ann G.

During a web search in 2004 is when I first became aware of Office Dynamics and Joan Burge. Immediately, I made it my goal to become a Certified World Class Assistant, so I invested in myself and attained the designation in February 2008.

Joan, I have always been mesmerized with your knowledge and appreciate your straightforwardness. I have read each of your books at least twice and firmly believe that Become an Inner Circle Assistant is the admin bible!

Thank you for all you do for our profession. May God continue to bless and keep you.

Happy Birthday!

Rhonda S.

Dear Joan,

Wishing you the very best birthday and hope your day is filled with love, laughs and of course a big cake!

As most do on their birthdays, there are gifts to open and funny stories to share. I'm sure you will receive some wonderful gifts and well wishes from around the globe. Today I want to share with you the gifts you have given me...

The importance of integrity – not just to show others but to be true to myself.

The value of education: You and my mother strongly believe in constantly exercising the little grey cells! You are never too young or old to learn something new.

Compassion – not just on a personal basis but to think about others we work with on a day to day basis. Sometimes we need to step up to help a project be completed or help with brainstorming. Answering the phone or deliver the mail for someone who needs some help. A small act of compassion and kindness can make a difference in someone's day and in our work environment.

PASSION! Wow Joan, this is huge! You have taught me to have passion about what I do at work, about work and about me. This has crossed over to family life and a passion about myself and how I live my life.

Strength and knowing when to ask for help. I've watched how you've handled yourself during bad and good times. Your strength through it all has set a fine example to me and others. Plus, I never feel alone.

The importance of a partnership and how to make it happen with my executive and coworkers. The tools you've shared with me (all of us) has been invaluable in an environment where the staff didn't understand the purpose of an administrative assistant. We had a long road but we made it!!

The importance of first impressions has been another obstacle I dealt with in my office. Slowly but eventually, we are all on the same page. Thank you Joan for reminding us we can make or break a deal without saying a word! And I can't say enough about the lipstick!!

The truth of the matter Joan is that I can go on and on about what you given me. The one thing I want you to know is that I am eternally grateful for all the amazing qualities you possess and appreciate you sharing them with me. I have grown to be an excellent assistant and my boss appreciates me! I've become a better person and you remind me to be positive, brave, to think (really think!), have a vision and keep the passion alive.

Thank you Joan and I hope you have a fabulous birthday!!

Marina V.

Happy Birthday Joan! Your enthusiasm and zest for life is always a refreshing reminder to me of how to view life and work and to strive for my best. I appreciate your generous spirit and example of determination. I wish you goodness and peace in the years to come.

Amy O.

I am so thankful for Joan, who inspires me and thousands of support professionals with insightful newsletters, useful tips and tricks, and relative and motivational webinars and conferences. We can learn a lot from her positive, no-fear attitude toward our professional and life! Thank you, Joan, for being a great role model and leader for support professionals worldwide.

Carol S.

We met many years ago in Michigan at a NSA (National Secretaries Association) meeting and have stayed in touch throughout the years. You have been a great inspiration to me and your guidance has assisted me during stressful interviews that resulted in me getting fantastic Executive Assistant positions. Continue to inspire others. That's a legacy you will leave in this world.



Wishing you a very Happy Birthday.

Nancy C.

I have been following Joan and Office Dynamics since 1990 and she has helped me grow from a Secretary to an Administrative Assistant to an Executive Assistant. Always has such insightful information and confirmation of what I am doing. It's great to see how the industry for us has changed and grown. I'm proud to do what I do and to say that Joan and Office Dynamics has helped along the way. Thank you again and all the best wishes for a wonderful birthday!

Melissa L.

Joan's passion for this industry and free Webinar's that touch upon very important topics Administrative Assistants are faced with provide us with the knowledge, tips, and tricks to keep going. I hope she never stops providing these very valuable resources.

Debbie S.

You are one groovy chick with a Funky Fresh Flair. The best to you.

Valerie W.

Dear Joan,

Thank you so much for all you have done in the past 25 years with Office Dynamics. For me personally, I have grown, learned from your many webinars. Your question and answer sessions are fantastic because in a way we are hungry to know more information. I personally enjoy the top 20 things, or the top 5 things you have learned over the years and so freely let us in on the "secret."

On recent interviews in my search for new employment, I am asked about the webinar trainings, I let them know that there is so much to learn, you can never stop learning and Joan has a wealth of library material with so much information, you have to take one day a week with notebook and pen and train away!

As you celebrate your birthday, please know that you are thought of and cherished by so many. Happy, Happy birthday and may you be blessed with joy and so many great blessings.

Sally S.

Joan,

I can't say "thank you" enough to express how grateful I am for you, your work, what you do. You have made such a huge impact on my work life and even on my personal life. You supported me to be where I am today and you will keep inspiring me to become an even better assistant/person. Your passion to make a difference in the world is unbelievable. You put your heart and soul into your endeavors and encourage us to do our best.

Maria T.

Joan,

I've been a fan of yours almost since the beginning of your company. I was desperately searching for professional assistant training that was truly about what we need to learn and to provide us with resources. You've taught us how to be better employees, better individuals and how to make time to take care of ourselves. Your company has been innovative in every respect and I have always appreciated your willingness to be open with your experiences and the online meetings that give everyone a chance to contribute. I am still hoping you come to Houston one of these days. I LOVE MONDAY MOTIVATORS! and I still have a post it that says "Put on your red lipstick, look the part and command respect, especially if you want to command respect with your manager".

Thank you for everything!

Ann L.

Joan, You are an awesome inspiration even though I'm not brave enough for red lipstick! Your training materials have provided very helpful information and encouragement and helped me survive a difficult slump.

I appreciate the opportunity to view training videos and purchase your books. Much continued success and many more Happy Birthdays!

Sharon N.

Dear Joan,

Thank-you much for changing my personal life and inspiring me every day to take the next step of my career path. Thanks for giving so many women in the world (like me, here in Colombia - South America) a good reason to wake up every day with positive attitude and go happy to their jobs!!

I wish you the best always! Have great Happy, Happy Birthday.

Luz M.

I wanted to take a few minutes Joan and wish you the very happiest of birthdays! I hope that your birthday is filled with love from family, friends, co-workers and the many administrative assistant lives you have touched over the years.

Joan I want to thank you and Office Dynamics for all the encouraging emails, blogs, articles and definitely the webinars. While I have not been able to attend the annual Administrative Assistant event, it is on my wish list for the near future.

I went through a terrible time as a woman in her 50's and the company I had been at for 20 years decided to downsize, reorganize and restructure programs and departments. It resulted in a loss of jobs, mine included and faced with trying to find another that paid what my current wage was there was difficult. I was also faced with a divorce and bankruptcy after my husband of 22 years decided to leave. I thought I was going to die and felt that something was wrong with me as a person at so many levels. Many people helped the kids and I through this challenging time spiritually, mentally and physically.

Joan and Office Dynamics provided me with encouragement and made me believe in myself again. I grew stronger with every job opportunity that was offered, gained new skills and emotionally grew by changing my attitude from victim to positive and achiever. I have remained a faithful follower of the blogs (while not having much to say just taking it all in), Monday Motivators, and several personal emails from Joan of encouragement not to give up. I could not have recovered and gained that stability or believe in myself and abilities again without all of you.

Joan and team, thank you so much for providing this woman with the opportunity to be reborn again and discover who I am and what I can do. I have recently been promoted to Human Resource Assistant and Recruiter. I have heartfelt gratitude to you all. I could not have done this without you and the good Lord above. Thank you for being my God send Joan.

Janie B.

Joan,

None of us got to where we are alone. You provide a valuable service in a professional engaged way, and for that, I am truly appreciative. My administrative skills, inner strength, self-respect gets stronger every day! Your guidance, training, and advice makes me who I am today. Thank you for being you!

Happy Birthday Joan!

Eileen D.

Happiest of birthdays, Joan!

I didn't start following Joan and Office Dynamics until early 2014. I had just taken my CPA-OM test in November 2013. After all the studying, I decided going forward I was going to be a better assistant. As such, I conducted a search for Administrative Assistant newsletters or something to that affect. That's when I came across Joan and Office Dynamics.

I've downloaded The Organized Admin and Who Took My Pen...Again. I enjoy Monday Motivators, which is one of my favorite reads. I'm thankful for the free webinars and that Office Dynamics registers me for those webinars (I get busy and forget sometimes).

I wish continued success for Office Dynamics and a special birthday wish to Joan. She has been such a tremendous asset in my continued growth as an administrative professional (department administrator to be exact). I look forward to many more years of being mentored by one of the best in the business – Joan Burge.

All the best,

Carla C.

Happy Birthday, Joan!

I am so grateful to you for helping me find the courage to pursue opportunities that I would never have thought (in a million years) that I would have been able to do. Before I met you, I was so painfully shy that I panicked at the thought of having to speak in front of a group. A group of three felt like three hundred to me! Because of your wisdom, your friendship, (which I treasure!) and your undeniable you-can-do-it message, I was able to break out of my shell, and over the years, I have led projects (both at work and outside of work) that I would have never thought possible. I have spoken in front of an audience of five hundred—and lived to tell another tale! Because of you, dear friend, I have met so many wonderful people that I would have never had the courage to even talk to before, and I owe this to you. I am forever grateful to you for helping to open these doors for me, and feel so very blessed to know you!

Again, Happy Birthday, Joan – many, many happy returns of the day! God Bless You!

Sue V.

When she speaks, her words are wise, and kindness is the rule for everything she says.
PROVERBS 31:26

Thank you for putting Him first in all you do. You've blessed so many people. It is my privilege to know you. Have a blessed birthday.

Marie H.

Dear Joan,

Thank you for always being a smiling face that everyone can count on. ☺
Thank you for sharing your heart of gold.

Thank you for always encouraging me to take care of myself mentally, physically, spiritually, and emotionally.

Thank you for sharing your joys and troubles in life. I love hearing the latest and greatest about your days.

Thank you for your honest words of guidance, even when it's the opposite of what I wanted to hear, but exactly what I needed to hear.

Thank you for your educator heart that puts Admins before yourself.

Thank you for always being there, making yourself available for any problem or question I might have.

Bust most importantly, Thank you for being a role model to me, and all Admins alike. You simply are A.M.A.Z.I.N.G.

There are so many more reason I could thank you for, because you truly have had one of the biggest impacts on my life. I can honestly say that without your guidance and support over years, I would not be the confident woman I am today. Your kindness and friendship will forever be ingrained in my heart. I appreciate you more than you'll ever know. Thank you for being the mentor I wanted, but thank you for becoming the friend I never knew I needed.
Happy Birthday!
Cindy M.

Joan, I want to wish you a very Happy Birthday and congratulate you and your team at Office Dynamics for another successful year. I have enjoyed listening to your conferences/seminars, not to mention, reading the Monday Motivators since 2013. I love your enthusiasm and passion for your work in delivering such valuable information for all the Assistants Professionals.

Thanks so much to you and your team at Office Dynamics for all you do to make us look good and professional at what we do every day in the office and with our clients.

Carmen A.

Dear Joan,

We first met February 2006, but I'm sure you don't remember that day. I was attending an IAAP certification seminar in Las Vegas, and you joined us at lunch, not as a speaker, but as a guest. You went table to table telling us about your background and Office Dynamics. I purchased your book, *Become an Inner Circle Assistant*. It's becoming a bit tattered as I've shared it with my co-workers and I still go back and re-read it. I was just another face in the crowd that day, but in those few minutes, you left an indelible impression that has stayed with me ever since. In those few moments, I felt like I had found a kindred spirit. Someone who thought the way that I did – that being an admin can be, and is, a truly rewarding career. You didn't know it, but that day you became my role model - something I wanted to aspire to.

Ten years after that brief meeting, in September 2016, I traveled to Las Vegas again – this time to attend your World Class Assistant certification program – something I had waited years to do. Your in-depth program provided so much fantastic soft skills information and so much insight into the profession. I knew WCA was going to be great, but it was more dynamic than I ever imagined. I am so grateful that I had the opportunity to get to know you over those four days and to learn from you first hand.

Keep up the great work! The knowledge you share is so important to the future of this profession. I look forward to each and every webinar as they always provide me with renewed enthusiasm for my profession – I can't thank you enough for that!

My very best wishes to you on your birthday!

Georgann W.

Joan ~ You are an inspiration to me and so many others with your selfless and caring spirit. I look forward to my Mondays and your motivating messages and THANK YOU for bringing so much joy to my work days. I hope you have a fabulous birthday celebration and CHEERS to a great year ahead!!!

Terri B.

Happy birthday Joan! I would like to personally thank you for being an inspiration for every administrative professional around the world. I found Office Dynamics after moving to a different province in Canada and it really helped me. I am originally from Québec City so my first language is French and I was looking for training in English that could help me learn all the administrative terms. Your webinars and trainings helped me more than you could ever know. I have worked in English for the past 4 years and thanks to you, I shine every day as a polished administrative professional. Thank you for everything you do! The administrative profession is lucky to have you! Have a lovely day!

Paula T.

Dear Joan,

I have been an avid follower of yours for as long as I can remember. Over the years, receiving the Monday motivators, reading excerpts of your talks and your books have kept me inspired, educated and proud of the career path I chose more than 40 years ago in the administrative field.

Several years ago (quite a few, actually), I had the pleasure of attending your one-day workshop in St. Charles, Illinois. It was a four hour drive from my home (since I lived "locally") and even longer drive home at the end of the day. While I was physically exhausted from the long day, I was energized by the honorable opportunity I had to meet you face to face and participate in your workshop (Jasmine was still with Office Dynamics then so I met her as well). I often refer back to my notes from that day when encountering different situations or when I want to share some of your advice with my colleagues. I have all your books and have read a few more than once making notes to remember certain points made. I have also called into some of your webinars over the last few years which are always educational and engaging.

Over the years, I've shared links to your site with colleagues and am always surprised when people haven't heard of you! In the administrative field, you are truly a leader exemplifying royalty in the field!

You share such passion for your job and what you bring to others is so obviously genuine that you share this to help others succeed. So often, the role is minimized in a company and executives don't always know how to work with their assistants. You provide the tools to explain the value of the assistant's role in an organization and how best to leverage those skills. And you have done this in a way that has illustrated how the role has evolved over the years and amplified the value we can play if appropriately leveraged.

On your birthday, I wish you the very best in life and hope you continue sharing yourself with others as you have made an impact on my life and career by being my "go-to" resource in life (in life, not just my career). God bless you in the future with your company and your family – may they know the true jewel they have in their midst.

Mary-Jo D.

Joan's "Put on that red lipstick" inspires me to face the challenges of the day. It is a true inspiration to me.

Libby H.

Hello Joan - Here's wishing you all the very best for your birthday! Many thanks for sharing your passion, energy, skills, inspiration and knowledge with the administrative professions like myself. I also wanted to thank you for gifting me your new book which was raffled off during your free webinar today. I cannot be more excited! I hope this coming year will bring every success you deserve. Please take time to celebrate YOU ... happy birthday Joan!!

Chut N.

Hi Joan - Happy Birthday! I'm new to Office Dynamics, but based on what I've experienced so far, I've joined a great community for Administrative Professionals which wouldn't be possible without you. Thank you for all your years of service to the profession. Again, Happy Birthday

Elizabeth A.

I was introduced to Joan by my manager. We hold meetings every morning to review the values of our company. It was during one of these meetings that my manager played a video clip of Joan. I was impressed with her classy style and with her poise and professionalism. We started watching her monthly webinars and I looked forward to seeing Joan each month and learning from her.

Over the years I have been impressed and impacted while watching Joan's webinars and Facebook Friday videos, and while reading her books and her Monday Motivators emails.

Last October I heard of the tragedy striking Las Vegas during a concert on the Strip. I thought about Joan and all those at Office Dynamics who have inspired and uplifted me and wondered if there was something I could do to reach out and lend my support to them. Joan beat me to it. When I opened my email, there was a message from Joan about finding hope. Once again in her eloquent and thoughtful way, she uplifted me. I felt the words she wrote, and I believe them, "In the ugly darkness of evil actions, there is light. Did you know that stars shine the brightest in the darkest of night? They do...But what about for you? Are you ready to move on to be a hope-filled person? Are you ready to be that beam of light that will help turn our world around. The choice is yours, my friends." During a time when some may expect others to reach out and uplift them, Joan reached out to lift others.

I appreciate the things I have learned from Joan that have influenced me, not only professionally, but also personally.

Joan, thank you for being a bright and shining ray and for showing the way with poise, optimism, hope and light. I hope your birthday is as bright and wonderful as you are.

Heidi A.

Dear Joan,

After taking a 17 year leave of absence from the Administrative field, I returned in 2012 to the school where I currently am employed. I had left the workforce, at the top of my game, to take care of my first son who came into this world sick. Being out of the workforce, I lost my confidence in myself and my abilities. Enter you, Joan Burge!

Joan, without knowing it, you took me under your wing, taught me to believe in myself, my abilities and to demand respect as a strategic business partner. Through your books, free webinars, purchased classes and insightful Monday Motivators I began my departure from under your safe wing and eventually took flight.

I am now beginning my 7th year with Lake Forest Academy and have moved myself from the lowest rung on the ladder to the second from the top. I have been referred to as iJackie!! Following your directions, I have taken charge of my career, my education (finished my bachelor degree and passed the CAP exam) and continue to "master my craft".

Joan, you have been an inspiration to me and your wisdom has had a profound effect on the admins of LFA. I spout Joanisms ever opportunity I get. Your words spill off my tongue without thought.

I wish I would have known about you sooner, but I am certainly glad I found you when I did. My birthday wish for you is that you know how much of an impact you have had on so many lives. Mine . . . those who work with me, play with me and live with me. Judging on the size of attendance for your webinars, you have touched many; MANY!!!!

Thank you, Joan, from the bottom of my heart. I would not be the person I am today, if it were not for your teachings. Thank you and Happiest of Birthdays!

Jacqueline L.

Dear Joan,

Happy Birthday!! You are an amazing & beautiful person! You have & keep inspiring me every day. Your messages have encouraged me to be a better person here at work and in my personal life.

When I had no one to motivate me to do better... I found you. I look forward to your Monday Motivators, your webinars and love how you invite others to share your message.

The world is a better place because of all you do. "Thank You" for your hard work, dedication and friendship.

Roxanne E.

Joan Burge and Office Dynamics came into my work life at time where I wasn't feeling so confident being an Administrative Assistant, but felt like it was the job position at the bottom of the totem pole that was looked down upon. I felt like I needed a change, a job change, career change, but after attending the very first webinar, I knew I was exactly where I needed to be at that particular time in my life.

That first webinar with Joan and Jasmine changed my life, my way of thinking and boosted my level of confidence. Not only did I realize that I was in a great position within my company but I also realized how vital admins are to the corporate world and that the skills we possess and acquire along the way are DYNAMIC!

I have since learned that administrative skills are great and the education is endless. I am now in a new position and without being an Administrative Assistant and the extraordinary skills that we possess, it's almost impossible to fulfill my current job duties. I am a proud Administrative Professional by heart and soul and in my current position through OTJ skills, but in every way and every day I have the opportunity to apply my admin skills and knowledge to performing my current job duties with excellence!

Thank you Joan for your passion! #foreverdynamic

Keshia D.

I am a big fan of your work, Joan, and have never been disappointed in any products purchased or your webinars. Sometimes we get a little stagnant in our profession, and you are great cheerleader in bringing us back to an active and fulfilling career. You are also very firm when it is needed. I remember one webinar you were talking about how some assistants say "I don't want to do that" or "I don't like to do that"; without missing a beat you looked straight into the camera and unapologetically said, "Well too bad. It's your job, so you do it." – priceless! Thank you for providing the needed swift kick in the backside.

I have attended all the Admin Pro Forum Conferences in Orlando, and in 2017 had the great pleasure of you sitting next to me at lunch – once again, priceless! We discussed a myriad of topics ranging from professional to personal to spiritual, and that 30 minutes with you was worth more than the conference registration fee.

I knew you had experienced a few serious medical events, one being your heart. It's strange how angels show up in your life when you don't know what the future holds. Just 4-1/2 short months after our discussion at the conference in Orlando, I had a massive heart attack at work and bypass surgery two days later. While in the hospital on the first day I realized I needed some of my things from home. With the preacher standing at the side of my bed, I gave my toiletries list to my husband, Jon, and told him to also bring the book I was reading that's on my nightstand. When Jon asked me which book, the preacher was sure I was going to say the Holy Bible. Imagine his surprised look when I said my Joan Burge book, my Admin Bible – priceless! You've inspired me for years, you were with me in the hospital, and I look forward to future years of learning and professional development.

You're the best Rock Star!

Susan C.

First of all, Happy Birthday, Joan! May today and the coming year be filled with much happiness, good health, continued success, and plenty of laughter.

I have been an administrative professional for 33 years, which seems like forever. My mother went to business college and worked as a secretary, and I proudly followed in her footsteps. However, Joan is the one that has inspired, motivated, and kept me relevant for the past 28 years.

I enthusiastically read all of Joan's books and am looking forward to receiving her newest book. Her webinars are filled with excellent tips, applicable information, and exciting guests. It is always a great day when I know I will be learning something from Joan.

My co-worker, Melanie Vanderveen, and I had the pleasure of attending our first Office Dynamics Conference – the 22nd Annual Conference for Administrative Excellence, The Resilient Assistant, in October 2015. I couldn't wait to meet Joan in person the first evening. She is a celebrity to me. I can't say enough about the positive impact she has made on my career.

We enjoyed our first Conference so much that we attended the 23rd Annual Conference for Administrative Excellence, The Revolutionary Assistant. Once again, I was energized by Joan and all the speakers. It was a magnificent event!

I look forward to attending another future conference. It has also been a long-term goal of mine to participate in the World Class Assistant program.

I am especially grateful to Joan for an uplifting Monday Motivator that was extremely timely earlier this year. I printed it off and read it daily. It really helped me through a very difficult time.

Thank you for everything you have done and continue to do to inspire excellence in the administrative profession. You have positively touched the lives of many including myself.

Joan, enjoy some cake and celebrate you! There is no one like you.

Lori B.

It is hard to sum up in a few words how Joan inspires me most, but she manages to be spot on with her message every time at the right time. It's almost like she has a window into what is happening in my world and is sending her message just to me. Today I am struggling with some changes in my department, and during the webinar she touched on handling change. She is truly inspiring and I am so grateful for the time and energy she provides to our profession.

Diane F.

Way back in the early 1990's Joan came to Maryview Medical Center in Portsmouth, Virginia. She gave me a copy of her book and signed it for me. I moved away from the assistant role for several years and just recently came back. In an effort to re-inform myself of the duties and responsibilities, I opened her book again. Then I looked her up on the internet and came across the wonderful information you all provide for all assistants everywhere. Joan is an inspiration not just on being an amazing assistant, but how to live life as well. I wish Joan the happiest of birthdays and many blessings in the years ahead.

Nanette S.

Joan, finding you has been a godsend. I appreciate everything you do for the Admin profession. You have confirmed everything I know and are truly an inspiration. Happy Birthday!

Cecilia G.

I have always loved Joan's weekly e-mail updates -- for many, many years! And was excited when she started doing free webinars. Joan's advice and teachings have always been valid and timely. What I love most about Joan.... her lipstick! Can't wait to read her "tell it like it is" approach to her new book!

Teresa C.

Ever been in a scenario where someone's name is mentioned and your reflex answer is, a big YES, accompanied with a huge smile, affirming that: "YES, I know Joan Burge as my very good friend and mentor"? Then you stop and remember that you have actually never met Joan Burge in person, but rather read her Monday Motivator articles, watched her YouTube videos for Administrative Professionals and ardently followed her around wherever she took you online.

My presentations and speeches to other admins are never complete if I have not researched to see what Joan Burge had to say about the same topic, for example on Emotional Intelligence, Building a Strategic Partnership with your Executive, etc. I have learnt and grown in my career as an admin by following her in her various posts. When Joan takes onto the steering wheel on a given subject regarding admins, I completely trust her to deliver to perfection and safe landing.

Joan Burge, as you celebrate your birthday, let me take this opportunity and privilege to let you know that you are a treasure beyond measure. You are living a purposeful life, impacting lives far and beyond more than you could ever imagine. Your footprints are deeply imprinted in my heart, mind and visible in my career. Thank you for being you. Thank you for putting in time to make us better admins and persons. You are surely a flower making the admin profession more colorful.

Happy Birthday Joan dear and May you live a fulfilled life.
Kuteesa G.

You inspire me every day to be a better person with your wisdom and grace. I love your enthusiasm on every webinar and conference I attend. Your smile is contagious, and you are always so genuine. I admire your passion for the administrative profession and I hope you know how much you are loved and appreciated. I feel so blessed to know you. You and your Office Dynamics team are one in a million. Thank you for everything you do.

Joni H.

Thank you for sharing your experience, wisdom, and zeal for learning and improving. Your enthusiasm in all you do, and the zest with which you impart your knowledge is inspiring.

Wishing you a Happy Birthday,

Dina M.

Joan has set a fire under me that I did not know was possible. She has inspired me to give my all and more so, she has helped me to realize that I have a lot to offer and that I am not "just an assistant" She has really helped me reset my mindset about my career as an Administrative Assistant, and for that I will be forever grateful for HER and all of her advice and coaching. Joan you are amazing!!!!

Vanessa B.

You are such an inspiration! You aren't just lecturing, you've lived it SO you get it!"

Melissa C.

Thank you very much for helping me to excel and have more insights in my career. Your lectures and books are great sources for Executives and their Assistants. I really appreciate and enjoy the non-stop learnings from you.

After my 33 years of my work experience with Executives and dealing with many from different cultures, I have found something new to learn from your videos and books and decided to attend Office Dynamics trainings in person from overseas. My first course was the WCA in Washington DC and it was great!

I will continue learning from you and your company and would love to meet you in the near future to thank you personally.

Have a great and happy birthday with the family!

Rodayna T.

Dear Joan,

What an amazing journey we've been on together! I remember first meeting you at a speaker's conference in Ann Arbor. We connected, and you asked me about possibly facilitating your training program. I was thrilled! Remember your office in the basement in Okemos? That's where I learned to teach Star Achievement. It's one of the best decisions I ever made! Not only because I became certified to teach the greatest training program for Administrative Professionals, but because of the genuine friendship that was formed as we grew together, professionally and personally.

Joan, you have been a dynamic role-model, mentor, and friend! For over twenty years, we have shared the ups and downs of our lives. We've supported each other through sickness, success, death, fears, growth, the good, the bad, and the ugly! I have always valued your thoughts and opinions and everything you have done to contribute to who I am today. I've loved our sacred moments when we've cried together, laughed together, and shared special secrets.

Though I feel like I never see enough of you, I know that when we do get together we can pick up where we left off, as if we were never apart. That's what friendship is all about! You are like a sister to me and I am grateful for your love and friendship.

As you celebrate another birthday, I wish you many more years of love, laughter, and optimum health! May the years ahead be blessed with happiness and little miracles! Love you!

Kathy T.

Happy Birthday! You are an amazing woman and I wish you a wonderful day and year!

You are an extraordinary role model to me and so many other people. I will not be able to fully express my appreciation to you for all you have shared with me and the many ways you have affected my career. I only wish I had discovered you earlier!

I was searching the internet for resources to share with my team and to help me in my progress. It was one thing to be an executive assistant myself, and another to try to lead a team of executive assistants. I came across one of your YouTube videos about "Adminology". I was immediately impressed with your professional appearance and your language and manner of speaking. Then as I listened, I started learning and learning and your message resonated with me. That was the beginning of this marvelous journey as I have followed you, read your books and watched your webinars.

I am so impressed and appreciative of your willingness to share your knowledge and experience with so many people. And, often, free of charge! Who does that? You are unselfish, dedicated and concerned about others!

Thank you for being you! Thank you for inspiring me to become a better assistant and person. Thank you for sharing tools and resources and your enthusiasm!

Best wishes on your birthday and in all your future endeavors.

LuAnn H.

I love my profession. And Joan makes it even more fun, adventurous, challenging and fulfilling. I thoroughly enjoy her no-nonsense approach to the realities of administrative work and balancing that with humor, passion, and support. She's the champion for all members of the profession -- from the one-week newbie to the 35 year plus veteran. She's got class, style, and is a shining example of being comfortable in your own skin. After years and years of listening to her webinars and Facebook posts, I decided to treat myself to attend the Stellar Assistant conference -- "You have to invest in yourself" is just one of the take-aways. A little inheritance money from my dad's passing made that possible. But when I informed my supervisor I planned to go and had paid for the registration because I knew there wasn't much money in the training budget, she advocated that my workplace pay for it -- AMAZING! Joan is an extraordinary teacher and I plan to learn loads at the conference in October! Happy Birthday, Joan! Here's to another year of pushing the administrative profession envelope!

Jordana S.



Joan Burge has been such an inspiration to me in my administrative career; I especially admire Joan for her perseverance and positive attitude. I have been an Executive Admin for five years. After changing careers in 2012 I found myself accepting the role as an executive assistant. I had no idea what I was getting myself into but I learned very quickly that I loved being an admin and was starving for training and education. I was challenged by a manager to become certified and/ or go back to school for my degree. That's when I found Joan Burge and Office Dynamics. I found Joan's webinars on YouTube and have been a follower ever since. I attend the monthly webinars and continue to learn and grow in my career. I have received awards and recognition from my organization in areas of professionalism and leadership. I have attended conferences, seminars, and earned my CAP, OM certification. I owe my success to Joan Burge and Office Dynamics for opening my eyes to all opportunities the profession has to offer.

Joan, thank you for all you do for the administrative profession; you are visionary and a role model for so many.

Happy Birthday Joan Burge, you are a Rock Star!

Theresa R.

I have closely been following Joan since attending the 19th annual conference for Administrative Excellence in 2012: "Be Bold". I've attended Mastering Exceptional Self-Leadership with Joan and Jasmine in Chicago, 2014. I just fell in love with Joan and what she stands for, and all that she has done for me. I feel more confident, self-assured and have gained more respect from my Execs because of what I take away from Joan's training.



Since attending Joan's training/webinars I have grown from an Office Administrative Assistant to Executive Office Administrative to Executive Assistant. Joan's training shows and I need to give her credit whenever I can.

Happy Birthday to the one and only Joan Burge.

Anora A.

Happy birthday, Joan!

I am a former teacher turned administrative assistant. It was Office Dynamics resources and webinars that helped me step up from a novice in the administrative assistant field to a professional. When it is time to set annual goals required by my employer, I often turn to Office Dynamics to help me outline and fulfill those goals.

Now it is time to celebrate you, Joan! You - who have given so much of yourself to help me and countless other administrative assistants around the world grow in our career. If you receive even half as much as what you have given to others, then your day will be overflowing with happiness!

Myrna O.

Dearest and Gorgeous Joan,

Thanks for being so generous in giving back as you received by freely by the Lord our God. I find you so graceful in delivering your lectures and sharing your practical knowledge.

I just can't find appropriate words to say that you are a superb and awesome teacher and guide. Your guidelines have worked in my career growth and I want to grow further with your guidance.

Thanks and wish you a lot more grace, success and wisdom.

Wish you a wonderful Day of your Birthday!

With lots of love and Prayers for your long life and happiness. Amen.

Sahar B.

Happy Birthday Joan ~ 2018 ~

J Joyful; jubilant

O Over the top; over any mountain & over the moon

A answers; authentic self & ambassador for all assistants

N neverland; naysayers & never say never

B beautiful and bountiful unlike any other

U unique, unsurpassed niche of TRAINING: Office dynamics international

R red lipstick on! reach for the stars! & remember who you are

G goal oriented/future focused; grounded and forever giving

E eternal legacy; enthusiasm that's contagious!

For decades now, Joan Burge has selflessly given 250% of herself 25/7 (that's right, even beyond 24 hours a day!) to make the lives and careers of Administrative and Executive Assistants better.

I have searched for her for years. As an Executive Assistant for 32 years now, I searched for someone that I could admire and respect.. someone without an ulterior motive to train me and help me network in the sophisticated ways and delicate art-craft of being a top Executive Assistant and to build that seemingly elusive Strategic Relationship with my Executives.

What I found in 2016 was Office Dynamics International, founded by the one of a kind powerhouse, red lipstick gorgeous dynamo professional trainer and author of several books named JOAN BURGE!

Working with Joan I have found her to be someone who selflessly and tirelessly works to create a training ground that gives us the keys to unlock our own doors and shows us the behind the scene secrets to create our own Magic Kingdom within ourselves and our career builder tools, ever mindful of nurturing the 5 Pillars of having a Big Life:



Joan stays on the cutting edge of our beloved profession from both sides of the desk.. training with top companies (including Walt Disney World!) to help us create without fear a place for our personal and professional career path to grow beyond our wildest dreams. She is living proof that "It's kinda fun to do the impossible.." Walt Disney... HAPPY BIRTHDAY JOAN!

Wende M.

In 2005, I re-entered the work force in an administrative role. I soon discovered that although I was a very good administrative assistant, much had changed in my three-year absence. I needed support and encouragement to continue learning and master new skills to build my role. My research led me to great websites, certification programs, but most importantly, it led me to a new book that was hot off the press.

Joan's book "Become An Inner Circle Assistant" delivered exactly what it promised -- "a road map and a reference book". It challenged me and created a shift in my thinking; the work I was doing was important and valuable. I started to gain a new sense of confidence and ownership, and, for the first time, started to see myself as a partner. Sharing her love of red lipstick, I was sure that Joan was heaven-sent!

Her encouragement to Administrative Assistants to become life-long learners, engaging with our executives and our environments, and become Star Achievers was compelling. In the years since I first discovered Joan and Office Dynamics, I've grown my career from secretary to office coordinator and manager. Our department has grown from three to 33 faculty and staff, and we now have both undergraduate and graduate programs. My achievements would not have been as successful, or satisfying, without Joan's commitment and dedication to our profession through knowledge transfer.

Joan's transparent sharing of her own life makes her accessible and real; she's become a friend. Her passion and dedication in forging a future for, and with, Administrative Assistants is contagious. Our future is very bright!

Happy Birthday, Joan! Thank you for all you do!!

Rita S.

Ever since I signed up for the Office Dynamics International I have learned a lot such as:

Accepting the job I do as an Administrator, and I am very proud of doing the work inspired by People like Joan.

At times I felt like quitting until I realize how important my role is, this opened my eyes, I am truly motivated every day to wake up and go to work

In the previous years, I used to procrastinate a lot, but after reading some of your articles, I really strive to ensure that I complete my work and on time. I am very grateful for that,

All the best to Joan and as she is adding another year, may the almighty continue to strengthen her so that she keeps on inspiring us to love our roles as Administrators. Not forgetting "Monday Motivators"

Wishing her a wonderful and lovely Birthday,

Petunia R.

Until I found Joan and Office Dynamics, I never felt being an Administrative Assistant was a career – just a “clerk” as some of Executives, Directors, CEO’s view our profession and believe anyone can do this job, as was relayed to me! Joan showed me we do provide value, professionalism, integrity, insight, honesty, as well as the desire to learn and be an integral part of whomever our employer is!

I want to say Happy Birthday to Joan and Thank You!

Diane P

Joan has been an inspiration to me and the United State Fire Administration and Emergency Management Institute Administrative Support Staff for the past three years. Her information and webinars she has presented to us has been a positive factor to improve our motivation to improve the way we think about the jobs we perform each day for our organizations and supervisors. Thank you.

Elsie D.

Joan ~ As you celebrate another year of your amazing and very successful life’s journey, we wish you all things joyful and the very best of wishes for your birthday and the year ahead. Our team takes pride in delivering your message of how the Star Achievement Philosophy of bringing together Attitude/Skill/Teamwork/Strategy can help them along their life’s journey for achieving professional and personal success, and we are grateful to have had the opportunity to learn that from you personally. You have been and continue to be an excellent role model for all of us, and we look forward to finding out where your journey, and by extension our journey, will take you.

Happy Birthday!!

Your P&G Star Trainer Team ~ Martha B., Pam C., Tressa D., Kelli P. and Susan S.

Through Office Dynamics Joan, you have been with Administrative Professionals in our offices, in our companies, or in our corporations. For us explorers, Learning at Sea was another opportunity to live a BIG professional life! Underneath It All Joan, you are the Lighthouse that guides Inner Circle Assistants, STAR Assistants, and even World Class Assistants, back to the RAW. REAL. UNCUT. shores of reality. According to another stylish woman who understands Resilience, Gladys Knight assures me You’re the best thing that ever happened ... to my career!

Champagne Cheers Joan for a Happy Birthday!

Erin C.

Dear Joan,

Happy Birthday!!

Thank you for answering the call to inspire, to be a champion and a brilliant light to those who know you professionally, personally and to those of us who you never met, but we feel like we have through your books and webcasts. You are changing the way people view the noble profession of being an assistant. How many times have we heard, "the/my/his/her girl" or other derogatory references in movies, books, place of businesses (including our own). You have opened my eyes that I am a professional - right now, today! What I do has high value and assistants are leaders. Yes, there is work that we must do and we do have to earn that star status, but you have shown us that hard work is to be seen not as a challenge, but as a gift. Thank you for being our Rock Star – Red Lipstick on!

Blake B.

I write to express my gratitude for the weekly lift provided by Office Dynamics' 'Monday Motivators'.

Being based in the UK, I have not had the opportunity to attend one of the face to face events however I take great pleasure (and strength) from the weekly emails.

I have been an administrator at varying levels for 30 years (scary!) and although I know I do my job to the best of my ability, and with a positive attitude, there have been moments when I have had to take stock and consider my approach, thankfully realizing that with every testing situation I have developed and grown not only as a professional but as a person.

It is amazing to realize the strength of others' words, realizing I am not alone and that I can also make a positive difference as a mentor to others and being a better version of me.

Wishing Joan the most wonderful birthday full of love and laughter.

Alison K.

Joan is an inspiration to the working woman. She is polished and professional in all of her encounters. I admire that she uses the hardships she has faced to charge forward and continues to remain optimistic. Through her training programs, Joan has boosted the confidence of so many and she has truly built a business that is based on integrity. I have had the privilege of attending both workshops and Office Dynamic specific trainings and I continue to be a strategic business partner and tackle each day with a can do attitude, thanks to Joan. Thank you for all you do and HAPPY BIRTHDAY!

Brian, I hope this is a good addition to a full book! You are a kind son, two thumbs up for putting this together.

Anna D.

I'm fairly new to Office Dynamics and to Joan's webinars considering how long she has been motivating and giving of herself to others. She is a gem! It is not often in the workplace that you find other women wanting to lift you up and to share their knowledge and expertise. I have been working for 46 years and 35 of those years have been in an office environment. Joan is the exception, not the norm. I love to attend her webinars not only for the information she shares, but I love to see her passion and genuine desire to make each and every one of us better and to exceed even our own expectations. Joan has such a fabulous smile that I can't help but to smile when I see her. I can even hear her voice and see her smile when I am reading her Monday Motivators email!!

For multiple reasons, I cannot afford to pay for additional training at this time and it is such a blessing to me that Joan provides these free webinars. I am sure I am not the only one in this situation and I hope she knows how much she is appreciated and how grateful we are to her for including us.

I know how great she is professionally, but the fact that you are working right alongside her and reaching out to all of us to help make her birthday special speaks volumes about her personally. She has raised an amazing son at the same time she has had a fulfilling career.

Many blessing to you both!! Enjoy the day with your mom tomorrow!

On a side note, tomorrow is my sister's 75 birthday!! I will think of you and Joan as we celebrate with my sister.

If by some chance you can include this in Joan's book, you have my permission to do so. If not, please let her know how highly I think of her and I wish her all the very best!

Kind regards,

Lora M.
