

# Aspire Leadership: Next Level

2025 Conference  
Overview



**iaap**

# Aspire (v.) [ə'spī(ə)r]:

to direct one's hopes or ambitions toward achieving something.

**Leadership:** possibly the most used buzz word in business today. It has countless definitions and can be used to describe a behavior, a person, a role, a character trait, and much more. It's no wonder many of us are a bit numb to it.

However, leadership at its core is an essential competence for all professionals, one that all of us aspire to. Can you picture a world where everyone in your organization demonstrates leveled-up leadership in most, if not all, interactions? What would be possible? What could be achieved?

Aspire Leadership works toward that vision by equipping you to lead at a higher level. Not a hierarchy level, but your next higher level of self. Which means you don't need a title or promotion – we all can lead at a greater capacity today, right now.

If you've been in the workforce for several years and are looking for your next step, next challenge, next opportunity, or next version of yourself, Aspire Leadership will help propel you in your journey to greatness.



# What to Expect

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Administrative professionals have a unique role in business regardless of the industry and therefore have unique challenges and opportunities as well.

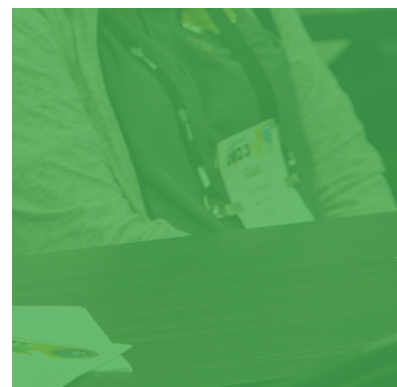
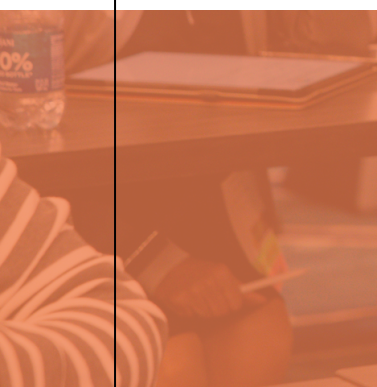
The learning experiences at Aspire Leadership reflect that and include:

- An executive trainer and coach who will deliver high-level content to help you excel at your goals
- Trained administrative professional facilitators who will lead discussions and filter the content through an “administrative lens” for immediate applicability to your current role
- Immersive learning experiences that will not only help you immediately implement the learning upon your return to the office but will be memorable long-term as you create new behaviors and patterns
- Pre-work and post-connection opportunities with the trainer, facilitators, and peers for maximum impact and long-term growth
- Thought Leaders Collective: time to connect with others in similar industries for discussion and solution-mining
- Intentional networking with your peers for connection and group learning time for real world solutions and examples
- Optional small group speed-coaching and mentoring circles on focused relevant topics



## **Administrative Professional Facilitators: (TBD)**

Our facilitators, both in-person and virtual, are actively employed administrative professionals who have served in various roles throughout their career and are trained to not only facilitate discussion among attendees but also connect the learning and content provided by the trainer to your administrative role through real world examples and experience.



## Dates and Schedule

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### SATURDAY, SEPTEMBER 6

**3:00 p.m. – 5:00 p.m.**  
Registration

**5:15 p.m. – 6:15 p.m.**  
Aspire Networking and Connection  
Reception

### SUNDAY, SEPTEMBER 7

**8:15 a.m. – 4:45 p.m.**  
In Session

### MONDAY, SEPTEMBER 8

**8:15 a.m. – 4:45 p.m.**  
In Session

### TUESDAY, SEPTEMBER 9

**8:15 a.m. – 12:30 p.m.**  
In Session

**1:30 p.m. – 4:30 p.m.**  
Speed-Coaching and Mentoring  
Circles

**\*Optional:** Pre-Registration Required





## Registration Options/What's Included

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Aspire Leadership: Next Level is a hybrid conference intentionally including both in-person and virtual attendees. Join us in the way that best fits your learning style and lifestyle needs. Register by August 1, 2025 to receive the Early Bird rate!

### In-Person

#### In-Person Early Bird Rate:

Member: \$1,899  
Nonmember: \$2,199

\* Price includes Breakfast and Lunch Sunday and Monday; Breakfast Tuesday

[REGISTER HERE](#)

### Virtual

#### In-Person Early Bird Rate:

Member: \$1,599  
Nonmember: \$1,899

\* Price includes food delivery gift card for lunch Sunday and Monday.

[REGISTER HERE](#)

Want to send a group of powerhouse administrative professionals from the same organization? Learn more about the [Organizational Discounts](#) available.



## **Travel and Location**

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### **The US Grant Hotel**

**326 Broadway**

**San Diego, California 92101**

**(619)232-3121**

**Conference Room Block Rate:**    \$299/Night

\*Reserve your room by August 4, 2025, to receive the conference room block rate

The US Grant Hotel is 3.1 miles from the San Diego International Airport (SAN).

The Gaslamp Quarter in San Diego is a vibrant mix of historic charm and modern flair, perfect for anyone looking to dive into the city's energy. With its beautifully preserved Victorian architecture lining the streets, this 16-block district is a hotspot for foodies, night owls, and history buffs alike. Whether you're in the mood for upscale dining, a craft cocktail, or live entertainment, the Gaslamp has it all—from rooftop lounges offering skyline views to lively jazz clubs and rooftop bars. It's also home to art galleries, theaters, and boutique shops, making it a versatile playground day and night. Plus, it's just a short walk from the stunning waterfront. Whether you're looking to dance the night away, soak in some culture, or enjoy a gourmet meal, the Gaslamp Quarter promises a San Diego experience that's both chic and laid-back!

**CAP Certified? Aspire Leadership:** Next Level is worth 25 CAP recertification points, which includes pre-work and attendance at the post-conference sessions.