



GAAO SPONSORS

IAAO COURSE 400- Assessment Administration
Instructor: Stephen White

This course provides an overview of fundamental management concepts for management and supervisory personnel in an assessor’s office and focuses on the need for management, and the responsibilities placed on the assessor and all supervisory personnel. The course introduces the four major management functions: planning, organizing, directing, and controlling with a separate chapter devoted to each function for more in-depth learning and discussion. For more information about this course, please review the Course Information Packet.

January 13th-17th, 2020

8:00 AM - 5:00 PM
Westpark Government Center
736 Whitlock Avenue
Marietta, GA 30064

REGISTRATION FORM

Registration Deadline: December 27th, 2019

Course Fee: \$500

Name: _____

Address: _____

_____ City _____ State _____ Zip Code

Daytime Phone: _____ Email Address: _____

County/City/Company Employed by: _____

Please make checks payable to: GAAO

Return Registration Form with Course fee by December 27th, 2019 to: Kathy Newton

GAAO Executive Assistant
P O Box 734 Statesboro,
GA 30459
gaokathy@yahoo.com



Questions or Concerns: Contact Ashley W. O'Donald at 423-364-2010 or by email at ashley@gaa.org