

IMA

A professional network



IMA

Mission and vision

We are a global and high quality network of management support professionals.

Two of our main aims are the personal and professional development of our members and the continued evolution of the management support profession.



IMA

Short history

- Founded in 1974 as EAPS - European Association of Professional Secretaries
- In 1999 changed name to EUMA - European Management Assistants
- 1.565 members in 27 countries
- Everyone works on a ***voluntary*** basis
- Language: English
- Non-profit making network



IMA Spain

As a member you will be able to:

- be part of a Spanish and global professional network
- have access to information on IMA's homepage
- have access to a database with all members
- get information about vacant positions within the network
- attend AGM, Conferences & Training Days
- have possibility to actively run a network, which is very educating and inspiring for personal development.
- attend IMA Spain AGM, customized training or/and seminars, company visits, etc.



IMA

Conferences, AGM's & Training Days

Conference & AGM

- 2015 Cyprus (Limassol)
- 2016 Denmark (Copenhaguen)
- 2017 The Netherlands (The Hague)
- 2017 Germany (Frankfurt)

Training Days & Spring Council

- 2015 Italy (Milan)
- 2016 Sweden (Stockholm)
- 2017 Belgium (Antwerp)
- 2018 Spain (Barcelona)



TRAINING DAY 2018

IMA Spain - BARCELONA

28/04/2018



IMA

International
Management
Assistants



THE DIGITAL AGE

GABRIELLA PICCA

**LinkedIn and the power of
Your personal brand**



ADAM FIDLER

**Transition of the
Executive Assistant in the
Digital World**

Venue: Hotel PORTA FIRA, Av. Europa, 45 – L'Hospitalet

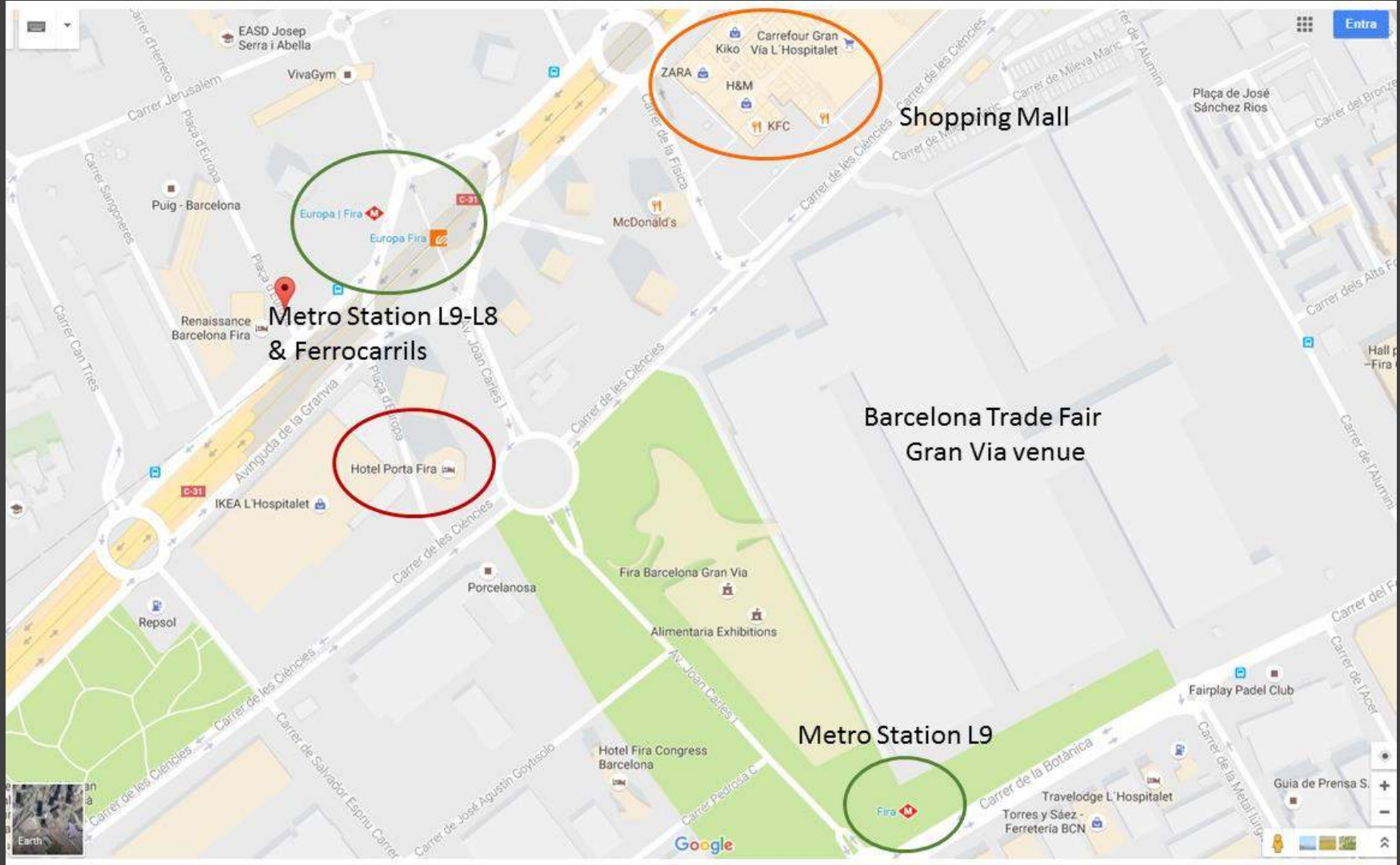


Venue: Hotel PORTA FIRA, Av. Europa, 45 – L'Hospitalet



Urban Twin BB 145 €
Urban Single use BB 125 €

Hotel area



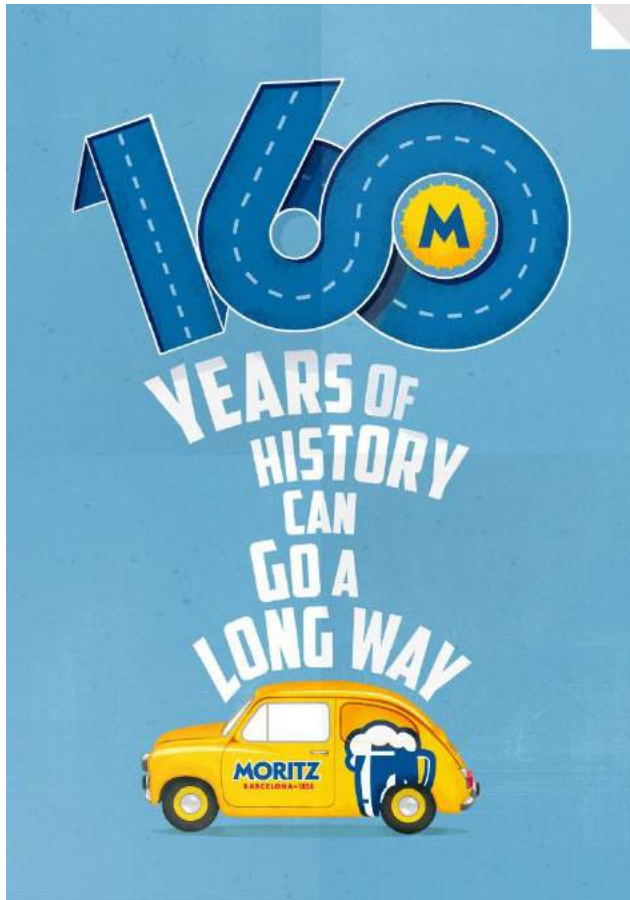
Welcome Reception: Hotel Porta Fira



**Cocktail offered by
Hotel Porta Fira.**



Get-together dinner: Moritz Brewery



Tapas dinner 35 €

Official dinner: Hotel Majestic



One-Star
Michelin
chef
Nandu
Jubany



3 course dinner 85 €

Tours

A hexagonal graphic with a background image of white wine glasses on a table. The text is centered within the hexagon.

WINE TASTING

Thursday
April 26th
afternoon

A hexagonal graphic with a background image of a person's hands holding a tablet. The text is centered within the hexagon.

MODERNIST BARCELONA

Friday
April 27th
morning

A hexagonal graphic with a background image of a medieval-style building. The text is centered within the hexagon.

MEDIEVAL BARCELONA

Sunday
April 29th
morning

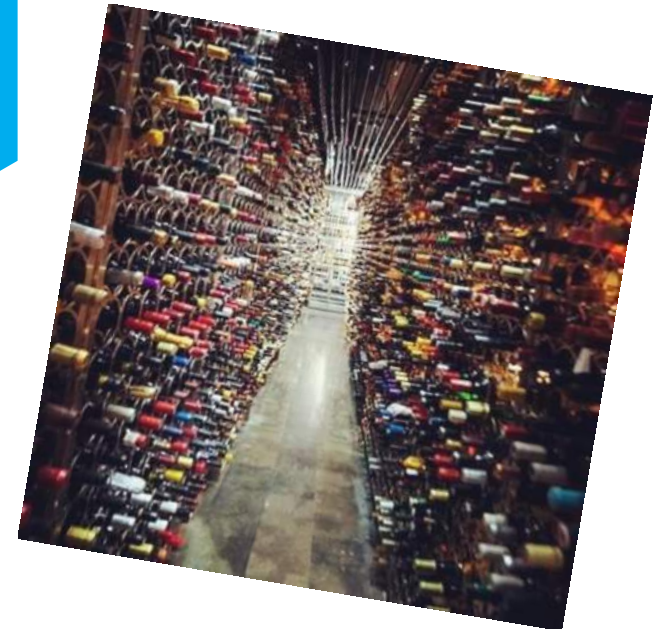
WINE TASTING



MONVÍNIC

An ideal opportunity to get started in the world of wine and its secrets, and make it accessible, entertaining and rigorous at the same time.

Price: 35 €





MODERNISM

Modernism was a cultural movement which impacted on all manifestations of art and thinking; however it was in architecture that reached its true pinnacle





MEDIEVAL BARCELONA

Stories and legends hidden
among the narrow & mysterious
streets of the Gothic Quarter



SEE YOU ALL IN BARCELONA!!!

