

**American Training And Technical
Assistance Announces The Following
Seminars In Anchorage, Alaska**

<u>Course Title</u>	<u>Dates</u>	<u>Fee</u>
BOOKKEEPING FOR BIA GRANTS IN ALASKA	DEC 5-6	\$250 advance \$275 invoiced
MANAGING BIA GRANTS IN ALASKA	DEC 7-8	\$250 advance \$275 invoiced
SKILLS for SECRETARIES	DEC 5-6	\$225 advance \$250 invoiced
RECORDS MANAGEMENT	DEC 7-8	\$225 advance \$250 invoiced
INDIAN LANDS AND NATURAL RESOURCES	DEC 7-9	\$350 advance \$375 invoiced

American Training and Technical Assistance is an Indian-owned small business that designs and produces training materials and seminars on technical, legal and management subjects for Indian organizations.

All seminars will be held at the:

Holiday Inn
239 West 4th Avenue
Anchorage, Alaska
907-279-8671

Our instructors are nationally recognized experts who have worked with tribal groups throughout the United States. They have developed and presented hundreds of courses in Indian Law, federal program management, financial management, communication, leadership and human relations.

TO REGISTER OR TO OBTAIN MORE INFORMATION
CONTACT:

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Albuquerque, NM 87109
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John Hilliard



Maria Downey



Sharon McConnell



Deborah Mercy



STATEWIDE
Sunday - 8:30 p.m. AST

ANCHORAGE
Saturday - 6:30 p.m. KIMO, Channel 13

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