

JULIE MILLS

Stop Running in Circles— Get All Squared Away!

Select the Presentation that BEST Meets What *Your People* Need:

Are people in your business or association ready to learn a new skill and immediately improve their lives? Julie customizes her presentations to meet your group's needs. Select from these topics:

“Time: Waste Not, Want Not”

Beat the clock. Learn effective time management techniques from scheduling appointments, to project management, to never answering emails in the morning.

“Avalanche!!”

Piles do not equal files. Learn how to create an easy-to-use filing system, task management, and paper-flow management techniques. Say goodbye to piles!

“There’s A Hole in My Pocket, Dear Liza...”

Is your business losing money? Then fix it dear Henry! Discover ways to control the paperwork, track clients, communicate within your company, and save money!

“What is Your Style?”

We each have an Organizing Style. Discover your style, the tools, and the techniques that best fit your personality in order to achieve organizing success.



**Professional Organizer,
Speaker & Consultant**

Julie Mills is an energetic speaker who is passionate about teaching people how to get control of the chaos in their lives. She facilitates seminars with laughter and authenticity, while engaging her audience with interactive discussions.

Julie’s seminars are great for:

- ✓ Business Training
- ✓ Lunch & Learn Sessions
- ✓ Civic Groups
- ✓ Educational Groups

As founder of All Squared Away in 2006, Julie has logged over 2,000 hours educating and working directly with clients.

Testimonials

“The presentation was priceless and perfect.”

“Very good information that I can utilize at my office.”

“Very knowledgeable, very creative, and very interesting.”

Call for availability & booking information:

304-698-AWAY

jmills@allsquaredaway.com

www.allsquaredaway.com

JULIE MILLS

Meet Julie Mills

Julie Mills' passion for organizing started at an early age. Her ten years of teaching experience lent themselves to a love of educating others. Julie has spent 16 years developing practical systems and tools that encourage people to get organized in all aspects of their personal and professional life. Find out how she can help YOU!

Credentials

NAPO Member since 2006
NAPO Pittsburgh Member since 2006
NAPO State Ambassador (West Virginia)
NAPO in the Schools Certified Trainer
Morgantown Area Chamber of Commerce Member
Co-Founder of WV Professional Organizers
Graduate Leadership Monongalia County 2008
Guest Writer for WV Family Magazine

Partial List of Clients & Venues

WV Living Magazine
WVU NRCCE
WVU Dept. of Occupational Therapy
Blaine Turner Advertising
North Marion Chiropractic Clinic
Asayo Creative
Gaddis Consulting Group
InteriorScapes Today
George Simms Interiors
Elements of Etiquette
St. Francis Catholic School
Morgantown's Dot Com
Faces of Leadership Conference (July 2010)
Morgantown Chamber of Commerce
Rotary Club of Morgantown/Fairmont
The Newcomer's Club
MOPS & Parent's Place
Jackson Kelly
Monongalia General Hospital

Organize

**"Nothing changes
until we do."**



Invite Julie to Speak TODAY!

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