

The Evolving EA™

MISSION STATEMENT

The Evolving EA™ website is about the assistant and for the assistant.

Our goal is to provide a resource for assistants to become more proficient in the role and/or move above and beyond the role if so desired by focusing our time and energy on our core Executive Assistant Competencies:

- Initiative
- Judgment
- Leadership
- Change Management
- Communication
- Execution
- Problem Solving
- Integrity
- Conflict Management
- Accountability
- Resourcefulness

We want to educate and train other people about the role and encourage companies to leverage and recognize the competencies and skill sets of assistants, and their contribution to corporate goals rather than perpetuating stereotypes.