NAWCWD celebrates Administrative Professional Day

Guest speaker Barbara Cogburn discusses effectiveness and the importance of staying relevant during the administrative professionals’ luncheon in Port Hueneme, California, on April 26. (U.S. Navy photo)

NAVAL AIR WARFARE CENTER WEAPONS DIVISION, POINT MUGU, CALIF. - Naval Air Warfare Center Weapons Division’s office managers and administrative professionals were recognized during ceremonies at China Lake and Point Mugu on April 18 and 26, respectively.

The luncheons invited office managers to catered lunch with door prizes given out at both sites. Former NAWCWD commander and China Lake guest speaker, Rear Adm. Brian Corey, shared his personal experiences of office manager support and gave overall thanks to the group.

“The day-to-day taking care of business that this group does is absolutely critical to our mission,” Corey said. “To this day, I’ve been blessed with amazing teammates who really understand what it means to say government service and they serve the office in whatever it takes. As I prepare to leave, I’m glad I got the opportunity to stop in and thank you all as a group one last time.”

Guest speaker at Point Mugu, Barbara Cogburn, a retired Marine and “7 Habits of Highly Effective People” instructor, addressed a systematic approach to setting and achieving
goals and staying relevant in their field of work with hopes of “sharing something that would be useful and a resource to the attendants.”

Tom Dowd, director of NAVAIR Ranges, extended his thanks to the administrative professionals as well.

“Our administrative professionals at WD are often the unsung heroes, keeping the rest of us moving forward to meet the warfighter’s needs.” Dowd said. “Without them, I'm not convinced we would get anything done at all. I depend heavily on office managers, heads of staff, administrative officers and others to keep our test and evaluation team focused on the essential work we support.”

Rear Adm. Brian Corey, former commander of Naval Air Warfare Center Weapons Division, served as guest speaker at the administrative professionals’ luncheon April 18 at China Lake. (U.S. Navy photo)