



19210 S. Vermont Avenue, Building A, Suite 100
Gardena, CA 90248
Phone: (310) 538-0233
www.irwaonline.org

Course 703: Real Property/Asset Management May 20, 2020 Anchorage, AK



Course 703: Real Property/Asset Management

Course Description:

This intensive course is designed to teach participants the necessary skills and knowledge to introduce and implement an asset management program within an organization. Asset management is the comprehensively planned management of a diverse portfolio of real estate for the optimum use of available assets. Participants will explore the comprehensively planned management of a diverse portfolio of real estate for the optimum use of available assets.

Course Level:

Intermediate

Course Tuition Includes:

- Participant Manual

Topics:

- Definition of asset management
- Aspects, considerations and goals of asset management
- Prerequisites of successful asset management
- Identifying need for asset management
- Establishing an asset management program
- Steps and team formation
- Implementation of asset management programs
- Strategies and computer assistance options

Who Should Take This Course:

This course is geared toward right of way professionals and individuals who manage real estate for organizations (large or small) who are in need of additional resources to adequately meet the defined mission of their organization.

**Employers sending 2 or more employees are eligible for a 10% discount
Register with the coordinator to receive the discount**

703 Real Property Asset Management 05.20.2020 Anchorage, AK

Register online at www.irwaonline.org / Fax this entire page to IRWA HQ: (310) 538-1471

Last Name First Name

Title

Company Name

Address

City, State, Zip/Postal Code

(____) _____ - _____ Yes No _____
Phone Member Member ID Number

Email Address

If payment includes the fees for registrants other than yourself, check here:
(Please submit names of other registrants on a separate paper along with this form)
Will you also be attending? Yes No

Member Tuition	Non-Member Tuition	Total Tuition Amount
\$265.00	\$330.00	_____

Total Member Registrants: _____
Total Non-Member Registrants: _____

PRINT NAME AS IT APPEARS ON CARD: _____ 3-DIGIT CVV: _____

AMEX MC VISA Card #: _____ EXP: _____

SIGNATURE: _____ Date: _____ Amount to be Charged: _____

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Sponsor: IRWA Chapter 49
Date: May 20, 2020
Time: 8 AM to 5 PM
City: Anchorage, AK

Suggested Accommodations:
Participants are responsible for their own accommodations

Class Location:
Municipality of Anchorage Public Works
Permit and Development Center
4700 Elmore Road
Anchorage, AK 99507
Phone: (907) 343-8366 (Steve Schmitt)
Fax: (907) 249-7852
Participant Capacity: 50

Course Coordinator:
Mychael Alfaro, SR/WA
Alaska DOT&PF ROW
4111 Aviation Avenue
Anchorage, AK 99503
Phone: (907) 269-0710
Email: mychael.alfaro@alaska.gov

Four Ways to Register:
Online: www.irwaonline.org
Fax: (310) 538-1471
Phone: (310) 538-0233, x138
Contact Course Coordinator

Course Instructor:
Lisa L. Amos, SR/WA has over 30 years real estate experience, and since 2018 as Real Estate Program Manager with the City of Glendale, Arizona. Previously she was Property Management Supervisor with Maricopa County, Arizona, overseeing a flood control district's and transportation department's real estate holdings. From 1984-2000 Ms. Amos managed a Fortune 500 industrial company's Arizona and New Mexico real estate holdings. She is former PDC chair of IRWA Kachina chapter #28, and a past president of the greater Phoenix chapter of the National Association of Women in Construction. Ms. Amos is a Planning Commissioner for a local municipality and city appointed member of an EPA Superfund site advisory group. She holds an Arizona real estate license, and completed her AAS degree in Mass Communication, BS degree in real estate, and Masters degree in Public Administration. She facilitates IRWA 700 series courses.

Cancellation Policy: All classes scheduled by IRWA are subject to cancellation. All class registrants must contact the Course Coordinator prior to making travel arrangements, keeping in mind that the class may be cancelled at any time (for reasons including, but not limited to, insufficient registration, Instructor emergencies or other issues beyond the control of the chapter and/or IRWA). Fully liquidated damages for any losses incurred by a class registrant are limited solely to a refund of the registrant's prepaid class tuition. IRWA and its chapters assume no other registrant liability resulting from class cancellation.

Tuition Refund Policy: Written notification of intent to cancel registration must be received via email by both the Course Coordinator and IRWA Headquarters Education Staff (education@irwaonline.org) prior to the class start date in order to be eligible for a tuition refund. A full tuition refund will be issued if notice is received 15 days or more prior to the class start date; a 75% refund will be issued if notice is received less than 15 days prior to the class start date, and no refund will be issued for notice received on or after the class start date.