

JUANITA M. SKILLMAN, CRM, FAI, is the Records Management Specialist for the Orange County Sanitation District in Fountain Valley, California. Prior to entering the Records and Information Management field, she was a Public School Teacher and Librarian.

Ms. Skillman holds both B.S. and M.A. degrees from Western New Mexico University and received her Certified Records Manager (CRM) designation in 1986. She is a Past President of ARMA International, currently serves on the Board of Trustees for the ARMA International Educational Foundation and the Exam Development Committee for the Institute of Certified Records Managers (ICRM) for whom she is the immediate past Regent, Appeals.

An experienced speaker and trainer, she is a long time member of Toastmasters International and speaks frequently for ARMA and other business and professional groups. Ms. Skillman developed these CRM Prep Seminars which have been given yearly, facilitated by members of the ICRM Exam Development Committee, by her chapter OCARMA in California. Over the last 9 years, they have drawn participants from all over the US, and in partnership with Debra Gearhart, presented the Prep Seminar as a Pre-Con at the ARMA International Conference in Orlando, FL last fall.