

Building for Tomorrow – Leadership Development Training Activities

Conservation Districts Staff Conference:

Conference style professional development training for conservation district program and administrative staff.

Topics include: working in multi-generational office environments; developing communication skills; public speaking skills; organizing successful training & outreach programs; grant writing.

Date: March 8 & 9, 2017

Locations: Ramada Conference Center

Agenda and registration distributed to conservation district as

Board Chair/Manager & Board Treasurer/Accounts Supervisor Trainings

Training opportunities in 4 locations across the commonwealth designed to train the responsible Board members (Chairman and Treasurer) and their staff counterparts (District Managers and Administrative staff) in the roles and responsibilities of board meeting management, accounting and fiscal management.

Topics include: meeting preparations and running a board meeting; sunshine law and public participation; roles of strategic, long range and annual plans as sideboards to meetings; understanding and following the flow of money; separation of duties; accounting needs and programs

Meetings will run between 10 AM and approximately 2 PM.

Dates/Locations:

- March 3, 2017 - **Genetti Hotel & Conference Center**, 77 East Market Street, Wilkes-Barre, PA 18701, 570-820-8507
- March 20, 2017 – **Altoona Grand Hotel & Conference Center**, 1 Sheraton Dr., Altoona PA, 16610, 814-946-1631
- March 28, 2017 - **Park Inn by Radisson**, 45 Holiday Inn Rd, Clarion, PA, 16214, 814-226-8850
- March 31, 2017 – **Berks County Conservation District**, 1238 County Welfare Road, Suite 200 | Leesport, PA 19533, 610-372-4657 Ext. 200

Agenda and Registration information under development and to be distributed by the end of January.

Conservation District Management Summit

Conference style professional development training for conservation district managers and assistant managers.

A draft agenda is currently in circulation to district managers. Input on agenda topics is requested and should be forwarded to Mike Lovegreen.

Date: June 6 & 7, 2017

Location: Ramada Conference Center

Agenda and registration information under development. Distribution 'to be announced'.

Conservation District Managers 'Boot Camp'

3-day training program specifically developed for district managers focusing on providing a knowledge base of the history and structure of a conservation district, overview of conservation district programs; responsibilities managing a district office, finances and personnel, and program activities; and working with the conservation district board.

First year for the 'Boot Camp' - attendee focus are those individuals having been in the position as a district manager less than 3 – 5 years. Hope to extend the attendee scope in subsequent years as the program is developed. *15-20 attendees*

A draft agenda is currently in circulation to district managers. Input on agenda topics is requested and should be forwarded to Mike Lovegreen.

Date: June 19 - 21, 2017

Location: Lake Raystown Resort and Conference Center.

Agenda and registration information under development. Distribution 'to be announced'.