



Local
Government
Education

Upcoming Local Government Programs

February- March 2021

UW-Madison Division of Extension Local Government Education publishes this announcement of statewide programs monthly. It includes UW-Madison Division of Extension programming and other programs of interest relating to local government that are offered in Wisconsin. Asterisked (*) programs are UW-Madison Division of Extension's Local Government Education programs. Information about UW-Madison Division of Extension's Local Government Education and its programming may be found at localgovernment.extension.wisc.edu. Please send us brochures and announcements of programs of statewide interest to the attention of Hannah Katz (hakatz2@wisc.edu). Please contact the specified program sponsor with questions about any particular programs.

February 2021

Tuesday, February 2- Thursday, February 4, 2021 – **“Equipment Use and Workplace Safety”** – Transportation Information Center. 8:30-11:30 a.m. Cost: \$150. This course fulfills, in part, the requirements of the Wisconsin Public Works Supervisory Academy and Public Works Management Institute, as recognized by the American Public Works Association and Wisconsin Chapter APWA.

Registration: <https://epd.wisc.edu/tic/workshops/equipment-use-and-workplace-safety/>

Thursday, February 18, Thursday, February 25, 2021 – **“Basic Management for Public Works Supervisors”** – Transportation Information Center. 8:30-11:30 a.m. Learn the basic tasks of management, common public works service delivery methods, and how public works departments are structured to insure accountability and efficiency. Cost: \$150. Registration:

<https://epd.wisc.edu/tic/workshops/basic-management-for-public-works-supervisors/>

Thursday, February 18- Friday, February 19, 2021 – **“Embracing Conflict: A Systems Approach for Leaders and Teams.”** – Certified Public Manager Program. 9:30 a.m.- 12:00 p.m. Gain skills to navigate conflict in relationships, teams, and with customers or clients. Cost: \$375; gov't/ nonprofit \$265. Registration: <https://continuingstudies.wisc.edu/classes/embracing-conflict/>

Wednesday, February 24, 2021– **“Elements of Digital Style: Updated Guidelines for Today's Content Editors”** – Certified Public Manager Program. 12:30-3:30 p.m. Learn styles for digital

layout, content, and text. Cost: \$225, gov't/ nonprofit \$125. Registration: <https://continuingstudies.wisc.edu/classes/elements-of-digital-style/>

*Tuesday, February 24, 2021– **“Effective Electronic Public Meetings- Part 1- The Basics”** – Local Government Education, League of Wisconsin Municipalities. 10:00- 11:00 a.m. Participants will receive an overview of DOJ’s guidance on the applicability of the open meetings law during the current pandemic, discuss the practicalities of how local governments can best follow the state guidelines for electronic meetings and review the importance of Electronic Meeting Rules and Policies. Cost: \$20. Registration: https://charge.wisc.edu/LocalGovernment/workshop_register.aspx?workshop_id=53

*Tuesday, February 24, 2021– **“Run for It- Designing a Winning Campaign”** – Local Government Education. 12:00- 1:30 p.m. This program will help candidates with details and approaches they can use for their campaigns. This webinar is free and open to all. Registration: <https://uwmadison.zoom.us/meeting/register/tJwpfuCspzWjHNyOQOC6hQeGPObGcJtXWXKB>

Wednesday, February 25, 2021– **“Managing Time, Multiple Priorities, and Interruptions”** – Certified Public Manager Program. 8:30 a.m.- 3:15 p.m. Learn to identify behaviors and create strategies so they are more effective at work. Cost: \$365; gov't/ nonprofit: \$255; CPM candidates: \$225. Registration: <https://continuingstudies.wisc.edu/classes/manage-timepriorities-interruptions/>

Thursday, February 25, 2021– **“Chief Executives Winter Workshop”** – League of Wisconsin Municipalities. 1:00 p.m.- 4:30 p.m. Cost: \$50. For more information and to register, visit: <https://www.lwm-info.org/753/Chief-Executives-Workshops>

March 2021

Tuesday, March 2- Wednesday March 3, 2021– **“2021 WCA Annual Virtual Legislative Exchange”** – Wisconsin Counties Association. 8:30- 11:15 a.m. The two-day virtual meeting provides a briefing on legislative proposals affecting counties and reports by WCA legislative staff and state officials. Registration: <https://www.wicounties.org/event/2021-wca-annual-legislative-exchange/>

Thursday March 4, Thursday March 18, 2021 – **“Managing Your Brain for Managers: The Neuroscience of Leading Self and Others”** – Certified Public Manager Program. 9:00 a.m.- 3:45 p.m. Learn about the recent neuroscience discoveries that reveal how our brain triggers stress and poor interpersonal relations, explore and practice methods for managing that will improve leadership abilities. Cost: \$545; gov't/ nonprofit \$425. Registration: <https://continuingstudies.wisc.edu/classes/neuroscience-lead-self-others/>

*Friday, March 5, 2021– **“Effective Electronic Public Meetings- Part 2- Advanced Issues”** – Local Government Education, League of Wisconsin Municipalities. 10:00-11:00 a.m. Panelists will address specific electronic meeting issues through a question and answer approach. Cost: \$20. Registration: https://charge.wisc.edu/LocalGovernment/workshop_register.aspx?workshop_id=51

Thursday, March 11- Friday, March 12, 2021 – **“Leading at a Distance: Managing Virtual Staff and Teams”** – Certified Public Manager Program. Thursday: 9:30 a.m.- 3:30 p.m., Friday: 9:30 a.m.- 12:00 p.m. Learn how to build trust, navigate conflict, make decisions and conduct engaging meetings with virtual staff and teams. Cost: \$395, gov’t/ nonprofit \$285. Registration: <https://continuingstudies.wisc.edu/classes/lead-distance-manage-virtual-staff/>

Friday, March 12, 2021 – **“Strategic Thinking, Planning and Organizational Transformation”** – Certified Public Manager Program. 8:30 a.m.- 3:15 p.m. Discover how to construct a strategic plan, involve other stakeholders in its development, and ensure successful implementation. Cost: \$365; gov’t/ nonprofit \$255; CPM candidates \$225. Registration: <https://continuingstudies.wisc.edu/classes/strategic-thinking-planning-organizational-transformation/>

“2021 Virtual District Meetings” – Wisconsin Towns Association. *More information to come* at the Wisconsin Towns Association website: <https://www.wisctowns.com/>. Dates and times are as follows:

Friday, March 12, 9:00 a.m.- 12:00 p.m.

Saturday, March 13, 9:00 a.m.- 12:00 p.m.

Monday, March 22, 1:00-4:00 p.m. (repeat of March 12 workshop)

Tuesday, March 23, 1:00-4:00 p.m. (repeat of March 13 workshop).

Tuesday, March 16- Thursday, March 18, 2021– **“Human Resources for Small Communities Webinar Series”**– League of Wisconsin Municipalities. 10:00-11:00 a.m. each day. Cost: \$30. For more information, visit: <https://www.lwm-info.org/1488/League-Conferences-Workshop>

Thursday, March 18, Tuesday, March 23, 2021– **“Improving Communication Skills”** – Transportation Information Center. 12:30-3:30 p.m. Learn the basics of communication, conducting small meetings, working in teams, and working with difficult people. Cost: \$150. Registration: <https://epd.wisc.edu/tic/workshops/improving-communication-skills/>

Thursday, March 25, 2021 – **“Leading for Racial Equity Session 1: Becoming an Anti-Racist Organization”** – Certified Public Manager Program. 8:30 a.m.- 3:15 p.m. Part one of a three-part series. In session 1, learn the key features of an anti-racist organization, assess the readiness of your organization to move toward anti-racism, and plan next steps. Session 2: April 22, 2021, Session 3: May 20, 2021. Cost: \$365; gov’t/ nonprofit \$255; CPM candidates \$255. Registration: <https://continuingstudies.wisc.edu/classes/leading-for-racial-equity-1/>

Wednesday, March 31, 2021 – **“Management Assessment for Personal Planning and Development”** – Certified Public Manager Program. 8:30 a.m.- 3:15 p.m. Discover strategies to enhance strengths and address limitations. Gain essential tools to improve self-understanding and identify excellence in management. Cost: \$365; gov’t/ nonprofit \$255; CPM candidate \$225; TIC \$255. Registration: <https://continuingstudies.wisc.edu/classes/management-assessment-personal-planning-development/>

An EEO/AA employer, UW-Madison Division of Extension provides equal opportunities in employment and programming, including Title VI, Title IX and American with Disabilities (ADA) requirements. Requests for reasonable accommodations for **disabilities or limitations should be made prior to the date of the program or activity for which it is needed. Please do so as early** as possible prior to the program or activity so that proper arrangements can be made. Requests are kept confidential.