

# Chairmanship Skills

**This online training will take place over two sessions:  
Wednesdays 4<sup>th</sup> & 25<sup>th</sup> September 2024, 6pm – 9pm  
Delivered by Kim Bedford FSLCC**

Managing and leading people is one of the most challenging situations in which we can find ourselves. As a community leader you will explore:

## **4<sup>th</sup> September 2024**

- The role of Chairman prescribed in law
- Responsibilities and duties
- What is a good/bad Chairman

*30-minute break*

- Chairing meetings, encouraging discussions and reaching decisions
- Working with council policies and guidelines
- Setting a business-like structure

## **25<sup>th</sup> September 2024**

- Styles of leadership
- Developing councillor and staff skills and knowledge
- Ways of handling conflict
- Motivating a council

*30-minute break*

- Budgeting for action
- Setting the precept
- Working with, and for, the community

**Total cost for both sessions, per member delegate: £85**

**Please make your booking on-line [here](#)**

**Please place your booking through your clerk**