

SERVING LOCAL COUNCILS IN SHROPSHIRE AND TELFORD & WREKIN Affiliated to the National Association of Local Councils

# **Chairmanship Skills**

# This on-line training will be split over two days, Wednesday 24<sup>th</sup> June 2020 and Wednesday 8<sup>th</sup> July 2020 9.30am – 12.30 Delivered by Kim Bedford, FSLCC

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



## 24<sup>th</sup> June 2020

#### Section 1

We examine the role of Chairman prescribed in Law, looking at responsibilities, and duties, concluding with what is a good / bad chairman?

#### 30 minute break

#### Section 2

Next we look at Chairing meetings, encouraging discussion and reaching a decision. Working within Council policies, and guidelines, setting a business-like structure

### 8<sup>th</sup> July 2020

#### Section 3

Styles of leadership, developing Councillor and Staff skills and knowledge. Ways of handling conflict, and motivation. The Team form a strategy.

#### 30 minute break

Section 4

A budgeting for action, setting the precept, working with and for the Community

# Cost:

Member delegate: £75

# Non-member delegate: £150

# Please make your booking on-line <u>click here</u> PLEASE PLACE YOUR BOOKING THROUGH YOUR CLERK

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