

# Interested in Public Service?

Exploring the **Nuts and Bolts of Public and Community Service**

*You're invited to serve!*

## Leadership Opportunities for Appointed and Elected Officials

**Saturday, December 10, 2016 Check-in 8:30 a.m. 9:00 a.m. to 12:00 p.m.**

City of DeKalb Police Training Room  
700 W. Lincoln Highway DeKalb, Illinois

### About the Workshop

This Proudly DeKalb sponsored workshop is designed for those considering a role in civic leadership at either the appointed or elected level. Topics that will be covered will include ways to get involved at the city, county, school district and special district levels, a review of governmental structures, and options for serving. The basic roles and responsibilities of elected and appointed officials in local government will be explored as well as the expectations placed on civic leaders for meetings, special events and between-meeting preparations, etc.

Participants will also learn about the appointment process for various advisory committees and commissions; explore the basic elements of public meetings, meeting formats and the processes that frame local government decision-making bodies. Participants will also learn about how governing boards work and how elected and appointed committee or commission leaders relate to operations of the organization and appointed staff and employees.

Proudly DeKalb is pleased to sponsor this event so attendees can participate **FREE** of charge!

### Workshop Features

- Be introduced to the many options, offices, roles and opportunities to serve the community as a volunteer or civic leader in various units of local government
- Learn about the appointment and volunteering process for advisory committees/commissions or other bodies
- Learn about the nomination process and typical activities associated with elected positions
- Become acquainted with the different structures of local government, including the origins and scope of the statutory authority for various units of local government

### Presenters

Greg Kuhn, PhD, Assistant Director of Public Management and Training, Center for Governmental Studies, Northern Illinois University will lead the session. Also joining the panel presentation will be Peter Burchard, former city manager of Naperville, private sector executive and NIU MPA adjunct faculty, and Robert Beezat, former city manager and administrator, national local government consultant and author of the book *Character Based Management*. Other guest speakers and former elected and appointed officials are also planned to join the session.

## REGISTRATION

**Event #15109**

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**REGISTER ONLINE HERE!**

**Fax your registration to: 815-753-6900 or Mail to: Outreach Services, Registration Office, Northern Illinois University, DeKalb, IL 60115**

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#DEKALB**



NORTHERN ILLINOIS UNIVERSITY

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Governmental Studies**

*Outreach, Engagement, and Regional Development*