

EMERGING LEADERS INSTITUTE

JANUARY 26-28, 2020
FFA LEADERSHIP TRAINING CENTER
HAINES CITY, FL



THE INSTITUTE

This program is designed for professionals new to supervisory positions who have demonstrated promise as a future leader in the field or seasoned supervisors who want a refresh on skills and techniques to be the best supervisor you can be. The Institute is designed to expose participants to critical leadership skills in preparation for future leadership growth.

After completion of the Emerging Leaders Institute and continued employment in the field, participants should explore the Abrahams Academy as a professional development journey to further prepare them as an executive level leader in the parks and recreation field. Attendance at the Emerging Leaders Institute combined with years experience as a supervisor, will provide a solid foundation toward attendance at the Academy.

INSTITUTE CANDIDATES ARE

- ◆ Individuals who are ready to assume a managerial role in their agency; and
- ◆ Individuals who are ready for an intensive training experience; and
- ◆ Individuals desiring an opportunity to explore and develop their leadership abilities, and create a development plan
- ◆ Individuals with a minimum of 3 years experience with progressive ascension in their employment; and
- ◆ Individuals who will commit to attendance at all sessions; and



SCHEDULE

Sunday, January 26, 2020

1:00 pm	Check In
1:45 pm	Welcome/Introduction
3:00 pm	Sessions
6:00 pm	Dinner (provided)
7:00 pm	Evening Activity

Monday, January 27, 2020

7:00 am	Breakfast (provided)
8:00 am	Sessions
12:30 pm	Lunch/Group work
1:30 pm	Sessions
6:30 pm	Dinner (provided)
7:30 pm	Evening Activity

Tuesday, January 28, 2020

7:00 am	Breakfast (provided)
8:00 am	Sessions
12:00 pm	Lunch (provided)
1:00 pm	Session
2:30 pm	Departures

THE INSTITUTE SETTING

The Florida Leadership Training Center is located just a short drive from Orlando and Tampa, miles away from the distractions of everyday life. The Center provides a “natural” learning environment. Nestled among the trees, at the end of a winding path, overlooking a beautiful lake with wildlife and water fowl, is a one-of-a-kind learning experience. Lodge style accommodations and cabins with common areas are available to participants. Modern meeting accommodations, and wonderful menus will assure you are well nourished, body, mind and spirit. Housing Options include single or shared accommodations; see Registration Form for more information. Access to outside food and beverage is limited and requires a drive to the nearest town. Spouses and significant others are not permitted to stay onsite unless special accommodations are needed and arrangements are made with the FRPA Office. Dress is casual as the Florida Leadership Training Center is set in a beautiful setting which affords participants the opportunity to re-energize between classes.

COURSE DESCRIPTIONS

BOLT – Bulls • Owls • Lambs • Tigers **Times change but the basics to building better relationships do not!**

Most of us are far more effective at relationships when we have a good understanding of the people we work and live with. This session will allow you to learn more about yourself and how you interact best with those around you! You will identify with your own behavioral style, understand how styles behave under stress and adapt your style appropriately to better connect with people. The more we improve personally, the more we grow professionally!

Excellence by Design Leadership

Discuss the six key characteristics of outstanding leaders. Review the importance of a clear vision and create your own personal vision. Discuss strategies for success and identify what success looks like to you, identify your core values that are the foundation of your own personal success and how all of this ties into leadership.

Government Speak

There is a language unique to the government sector. Knowing what these terms mean and what the references actually refer to, will assist any emerging leader in understanding your role and responsibilities.

Be the Leader We Need You to Be

The field of parks and recreation is changing quickly, and the skills needed to excel as a leader in tomorrow's industry are also changing. Learn to tell the story – of the profession and of yourself as a professional. Will you be a part of changing the conversation?

Leadership Styles and Transitioning to Management

It is often difficult to transition into management within the same organization. This session will focus on the key components to transitioning to management including the changing of roles and responsibilities along with interpersonal dynamics.

Performance Based Employee Evaluations /Conversations

If you were growing a garden, you would prepare the soil, sow the seeds, nourish with plant food, maintain the soil and what for the crop to flourish. Consider your employees your garden, and realize they need the same nourishment, except theirs is delivered in the way of positive feedback. Learn tips to make performance based employee evaluations a positive experience, and equip yourself with the tools to pull the weeds of difficult conversations.

Effective Communication Skills

Fundamental to all leadership is the ability to communicate effectively verbally and in writing. Also important to any effective communicator is an understanding of the role non-verbal language plays in effective communication. This session will combine lecture, practical exercises and group interaction.

Philosophy of Parks and Recreation / Making the Most of External Relationships

Think big picture for this session. What is the modern day philosophy that parks and recreation professionals must have to thrive in today's environment? Our speaker has been in your shoes and is now an Assistant City Manager focusing on the bigger picture.

The Work of Leadership: Building a High Performance Organization

HPO---stands for high performance organization and it is the latest buzz word in organizational leadership. This session will provide an overview of what it takes to build a high performance organization—whether that organization is your immediate team or work group or an entire department. It will provide strategies and structures that you can incorporate into your daily work to help you hone your personal leadership skills and help to move your organization towards a more responsive, efficient and satisfying work culture.

EMERGING LEADERS REGISTRATION

Print clearly and return by December 20, 2019

NAME	AGENCY
TITLE	
ADDRESS	CITY, STATE, ZIP
PHONE NUMBER (WITH AREA CODE)	FAX
EMAIL ADDRESS	
EMERGENCY CONTACT (NAME & NUMBER)	

REGISTRATION OPTIONS

All registration options include coursework, training materials, Wednesday dinner; Thursday breakfast, lunch and dinner; and Friday breakfast and lunch; as well as breaks. Housing is included in packages as noted. Check your Registration Option below.

Package 1: \$600.00 (FRPA member)
\$700.00 (non-member)
Single hotel room accommodations
Is a room with bunkbeds ok? Yes No

Package 2: \$504.00 (FRPA member)
\$604.00 (non member)
Shared hotel room accommodations
Requested Roommate: _____
Is a room with bunkbeds ok? Yes No

PAYMENT INFORMATION

Registration not accepted without payment.

PAYMENT AMOUNT

CHECK CHECK #

CREDIT CARD
 VISA
 MASTERCARD
 DISCOVER
 AMEX

CARD NUMBER SECURITY CODE

EXPIRATION DATE

NAME ON CARD

SIGNATURE ON CARD

Return by December 20, 2019:

Florida Recreation and Park Association

411 Office Plaza Drive

Tallahassee, FL 32301-2756

FAX (850) 942-0712

Email: eleanor@frpa.org

Registration Policy

A Registration form must be completed for each individual registrant. A Meeting Receipt will be emailed to each individual registrant. Please print the receipt for your records and return to your finance department if required to do so. You can also log onto www.frpa.org and generate receipts under your profile. We are unable to generate receipts after the meeting has occurred.

Cancellation Policy

All refund requests must be made in writing. Full refunds will be made for Requests received prior to the early rate cutoff date. Requests received between the regular rate date and one week prior to the workshop date will be eligible for a 50% refund. No refunds will be available for requests made within one week of the workshop or after the workshop occurs. Refunds will not be available for weather related cancellation.

Other Policies

The Florida Recreation and Park Association recognizes the diversity that exists within our profession, our membership, and those attending FRPA events. As a participant, we want you to enjoy your time at this event. We ask that you join us in encouraging and maintaining the highest professional standards possible at all functions within this event. Attendees, presenters, vendors, and staff at FRPA events are expected to conduct themselves at all times in a courteous, professional, and respectful manner. Attendees are required to abstain from behavior that reflects poorly on their agency, the Florida Recreation and Park Association, and the membership. Such conduct includes, but is not limited to, actions disrupting the businesslike atmosphere, harassment, discrimination, inappropriate language, failing to comply with all local, state, and federal laws, and activities that endanger self and others. While we do not anticipate these challenges, we do want to be transparent regarding our commitment to assuring a safe and enjoyable environment for all event participants and let you know that misconduct will be addressed with you individually and/or with your employer. Attendees, presenters, vendors, and staff who do not comply with this code of conduct at any event may be removed from said event and barred from attending all future FRPA sponsored or co-sponsored events.

By registering for this event/activity/workshop, I give permission and consent to allow photographs and video to be taken during activities sponsored by the Florida Recreation and Park Association (FRPA). I further give permission and consent that any such media may be published and used by FRPA and its agents, to illustrate and promote the association and its programs. I understand that it is my responsibility to communicate with FRPA if I do not wish to be photographed or videoed.