

OTALA 1.0



The Ohio Township Association, with OSU Extension: Office of Community Development and Miami University's Center for Public Management and Regional Affairs, invites you to join the Leadership Academy 1.0 program!

The purpose of the Academy is to enhance the leadership and decision-making skills of the township leadership team through participation in OTALA workshops. Workshops are offered at every OTA conference. The Academy is designed for township elected officials, administrative staff, and individuals who serve on township committees, boards, or task forces. A diploma is presented to each individual who successfully completes the program.

To graduate, participants must complete the following requirements in a three-year period:

- Submit a registration form
- Attend 6 of the 10 elective workshops
- Complete the General Workshop
- Complete the Federal Component

See back for course descriptions

To Register:

1. Fill out the form below and send it the OTA office or register online at ohiotownships.org.

Registration Form

Name	
Address	
City, State, Zip	
Township	
County	
Phone Number	
Email	
Title	

The Ohio Township Association
6500 Taylor Road, Suite A
Blacklick, OH 43004

In partnership with





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COURSE DESCRIPTIONS

Participants will complete six of the following courses.

Conducting Effective Meetings

Topics include: types of meetings; legal requirements; pre-meeting activities such as agenda preparation/distribution/"five day rule"; the meeting environment; process, rules and procedure; and dynamics of conducting the public meeting.

Communicating and Working with the Media

Topics include: understanding the media; preparing the media for your meetings; preparing yourself; and developing effective media relations.

Communicating and Working With Citizens

Session is based upon best practices used in many locations around the state and nation to provide a framework for building effective relationships and engaging community residents with their government in positive ways.

Building Sustainable Communities

Sustainability seeks to find the balance between environmental, social, and economic aspects of a community. Discussion centers on methods of involving residents in determining the desired balance, resolving differences, and settling indicators for future decision-making.

Team Building

Participants have an opportunity to learn more about the elements of effective teams; the roles and perspectives of team members; how to assess their individual skills and group functions; and how to work together.

Conflict Management and Dispute Resolution

This workshop is divided into four parts, with each focusing on different dimensions of conflict management and dispute resolution.

Leadership Skills and Styles

Centers on how understanding leadership styles and types can help improve our interpersonal relationships and the effectiveness of the board.

Effective Decision-Making

Focuses on principles and practices that can provide a framework for improving your tenure and service in public office. Topics include: duties and responsibilities of public officials; codes of ethics; standards of conduct; conflict of interest; using and abusing the office; open meetings laws; and honesty.

Intergovernmental Relations: Opportunities and Challenges for Cooperation

Explore Ohio law pertaining to opportunities and limitations for intergovernmental agreements and cooperative arrangements. Draws heavily from positive and negative experiences of others who have engaged in cooperative agreements with other governments.

Technology in Government

Reviews the uses, applications, and limitations of information technology, especially Internet-based technology, in local government.

6 of the above courses must be completed plus a general workshop at the OTA Winter Conference, and participation in a federal component (NATaT Fly-In or a one-day Federal Session at the OTA Office).

Coursework must be done in 3 years to graduate OTALA 1.0!