



ICMA | conference

UNITE

A DIGITAL EVENT
SEPT 23-26, 2020

CAREERS AND LEARNING

Programs and
Services at ICMA

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The Local Government Management Fellowship

- » Gain *real experience* in local government
- » Complete projects and assignments in *a range of departments*
- » Receive *direct mentorship from a senior manager*
- » Get plugged in to *ICMA's professional network*

ELIGIBILITY

- » Current student or recent graduate (MPA, MPP, or related) of NASPAA-accredited university
- » Graduation date on or before August 31
- » Little or no professional local government management experience
- » Eligible to work in the U.S.

APPLICATION REQUIREMENTS

- » Completed online fellowship application (includes transcripts, resume, personal statement, & case study)
- » Three letters of recommendation (two academic, one professional)

PROGRAM BENEFITS

- » Competitive salary & benefits package
- » Mentoring from an experienced local government professional
- » ICMA membership
- » Registration to ICMA Annual & Regional Conferences
- » Free access to ICMA's Management Assessment
- » *Public Management Magazine* subscription

To apply, visit icma.org/lgmf

HOST A

Local Government Management Fellow

Good help is hard to find. ICMA makes it easier.

- » Add a top-graduate to your staff to bring fresh perspective to your biggest challenges.
- » Shorten the hiring process with no-cost access to pre-screened MPA/MPP graduates.
- » Bring valuable skills and experience into your organization.
- » Help develop a new generation of public managers.
- » Share your experiences and career advice.
- » Provide professional development opportunities to future local leaders.
- » Invest in the future.

“Hosting fellows is an incredible way to bring highly-skilled individuals into your organization and the excitement that they bring to the work is infectious. For me, this is one of our clearest opportunities to ensure the future success of our profession.”



— Tansy Hayward
Assistant city manager, Raleigh, NC

“The talent coming from the LGMF program serves not only to assert the confidence of a bright future for our profession, but serves as personal motivation to mentor the next generation of community builders.”



— Lee R. Feldman
Former ICMA president

Help shape the future. Mentor a fellow!

2020 ICMA Coaching Program

Thrive in local government!

Visit ICMA's Career Center for more coaching resources

Plus....

- Digital archives
- Career Compass monthly advice column
- CoachConnect for one-to-one coach matching
- Live speed coaching events, talent development resources, and more.

Learn more at
icma.org/coaching

UPCOMING FREE WEBINARS

Wednesday, September 9

Managing Hostility in Public Discourse: Living in an Age of Anger

Thursday, October 22

Charting Your Future: Developing Your Personal Strategic Plan

Thursday, November 12

Sponsored by ICMA-RC, ICMA Premier Level Strategic Partner



Talent Management in the 21st Century: Growing, Attracting, and Retaining Your Best

Register at icma.org/coachingwebinars

Can't make it to the live webinar? Register and get an automatic email notice when the recording is available.

Visit icma.org/coaching or email coaching@icma.org to join our email list!

All webinars are 90 minutes, and will be held at the same time of day: 10:30am Pacific, 12:30pm Central, 11:30am Mountain, and 1:30pm Eastern



coaching program



Find a volunteer coach through the ICMA network of coaches who are helping prepare our nation's local government professionals.

Whether you are an emerging professional or seasoned manager, everyone at any stage of their career might want coaching. Seek career guidance and gain new perspectives by reaching out to ICMA coaches ready and eager to help you.

Players find coaches by department, subject expertise, or by scope of general workplace navigation, such as work/life balance, breaking into local government, veteran background, or career advancement.

Members and non-members of ICMA at any stage of their career can find a coach to help them with their career, a second opinion on a

community issue or project concern, or the work-life balance challenges of the profession. Connect online. It's that easy.

Visit **CoachConnect** to get started:

- Create an online profile so coaches can get to know you better.
- Search by subject expertise, or by scope of work to discuss challenges specific to things like community engagement, public safety, or overcoming bias.
- Work with your coach to establish how and when to meet, and the length of your coaching relationship.

Need help getting started? Go to icma.org/1-1-coaching to review *Being a Great Coach and a Winning Player* and additional resources, or contact coaching@icma.org for assistance.





coaching program



Add your coaching skills to a national network of volunteer coaches helping support and prepare our nation's local government professionals.

Why Coach?

Volunteering as a 1-1 Coach can be mutually rewarding: players gain encouragement and guidance for their careers, and coaches gain deeper insights into their own careers and the satisfaction of helping others.

Coaching offers value for people at any career stage, and everyone can benefit from coaches who help them see their situation and opportunities from a fresh perspective; even successful executives seek out coaching. Coaches are encouraged to share expertise, insight, and experiences from their life's work to help others negotiate their own

career paths, overcome obstacles, reinvigorate their passion, and plan next steps.

Sign-up to Coach

We invite you to use our new coach-player matching service, **ICMA CoachConnect**. CoachConnect brings the power of data and search to help players find coaches that match their needs. Coaches come from ICMA membership and from our state and national partner organizations.

If you are interested in being a coach, go to icma.org/1-1-coaching and sign up for CoachConnect!

Your service as a volunteer coach in formal mentoring activities (if the mentee is not your employee) count toward annual professional development requirements for ICMA Credentialed Managers. Learn more at icma.org/coaching.



ICMA Student Chapters

Beginning and maintaining an ICMA Student Chapter at your college or University not only benefits you the student, but it also benefits you the next generation local government administrator. The purpose of the ICMA Student chapter program, started in 2010, is to introduce and integrate students of all ages to the local government management profession.

Student's Chapters of ICMA gain access to the many resources available to professional members of ICMA, including networking opportunities with members already established in the profession.

WHY STUDENT CHAPTERS?

ICMA's Student Chapter program introduces and integrates students of all ages into the local government management profession. Specifically at the graduate school level, but we also want to attract undergraduate students who are interested in public service, but may not be aware of career possibilities in local government.

Another purpose of the chapters is to create stronger relationships between the local government management profession and the academic community.

Becoming a Student Chapter grants any student at the university membership in ICMA, and access to the many resources available to professional members of ICMA including some developed specifically for chapters. Chapters develop a charter, hold regular meetings, engage guest presenters, guest lecture to undergraduate or K-12 classes about local government, explore joint research/presentation opportunities, and attend the ICMA Annual Conference and regional management events.

STARTING A NEW CHAPTER

In order to start an ICMA Student Chapter, you will need:

- **A chapter president**
- **A faculty advisor at the school**
- **An ICMA member manager**

By establishing an ICMA Student Chapter, the school receives unlimited student memberships for students in the MPA/MPP program and any other school within the university (including undergraduates), and one academic membership. Schools, students or members interested in starting a chapter can e-mail careers@icma.org for details, or download the agreement and sample charter to begin the process now by visiting icma.org/startastudentchapter.

ICMA Student Chapters are part of ICMA's Next Generation Initiatives.

FREQUENTLY ASKED QUESTIONS

What are the big benefits for students in joining an ICMA Student Chapter?

- Unlimited student memberships in ICMA for FREE
- Includes one academic membership
- Full digital membership, including ICMA's Newsletter, PM Magazine Online, members-only files, and content (such as the Job Hunting Handbook and Leading Ideas interviews)
- In addition to MPA/MPP students, a chapter can include undergraduates and students outside MPA program (urban planning, etc.)
- ICMA-sponsored competitions in responding to a case study or other project...student chapters are competing in addressing case studies from ICMA, with prizes!
- Free chapter-only content (archived webinars and custom)

What is the role of the ICMA Mentor?

- The Chapter's Mentor is primarily a resource in the profession whom the chapter members can go to for guidance or connections in the field, use as a guest speaker, use to get access to other guest speakers or as a judge for chapter events, and so on.
- The second role of the Management Mentor is as a stabilizing force should the faculty advisor leave the school. With both a Faculty Advisor and a Management Mentor, we reduce the chance of a chapter dissolving should one of them depart.

What are some common activities at a Chapter meeting?

- Schedule guest speakers in the profession (manager, department head, elected official, young professional or recently hired) or a panel discussion
- Host a discussion on economic development for the school, with a local panel of experts
- Work on small consulting projects for nearby local governments (a good resume builder!), which can also generate chapter funds
- Present to undergraduates or high schools about local government, civics, or other topics of interest
- Submit articles to ICMA for the Blog, Newsletter, or PM Magazine
- Schedule and go on site visits (to local government offices or satellite departments for a tour)
- Attend a state association meeting together
- Host a networking event to either teach networking skills, or facilitate building connections
- Give a presentation at a local council meeting

What are some other ICMA resources to leverage in support of the Chapter?

- ICMA's Job Center
- Coaching program (webinars, one-to-one coaching)
- Career Resources (Career Compass, First Time Administrator's Guide, Job Hunting Handbook, etc.)
- Free annual conference registration

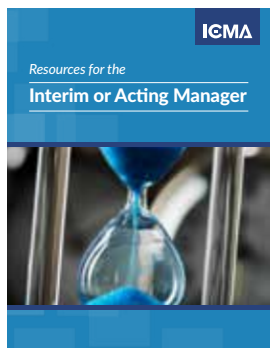
Review more questions and answers online at [icma.org/studentchapterfaq](https://www.icma.org/studentchapterfaq)



Leaders at the Core of Better Communities

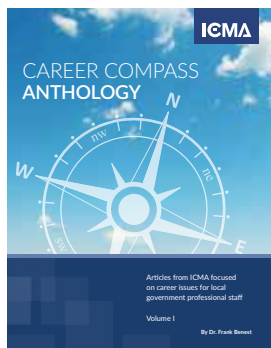
ICMA CAREER GUIDES

ICMA's Career Guides are local government professional toolkits to help you thrive, from finding a position to succeeding as a first-time manager, or how to break into the profession from another field, and preparing the next generation through internships and Fellowships. Find all these guides at [icma.org/careerguides](https://www.icma.org/careerguides).



Acting Manager's Handbook is a guidebook to help the acting manager make the most of a sometimes-unexpected opportunity. (Member Resource)

[icma.org/actingmgr](https://www.icma.org/actingmgr)



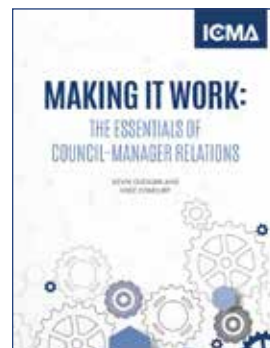
Career Compass is a monthly column from ICMA focused on career issues for local government professional staff that appears in the ICMA Newsletter and online.

[icma.org/careercompass](https://www.icma.org/careercompass)



First-Time Administrator's Handbook covers items that should be considered before an interview, during an interview, before accepting a position, and before starting a new position. (Member Resource)

[icma.org/newmanager](https://www.icma.org/newmanager)



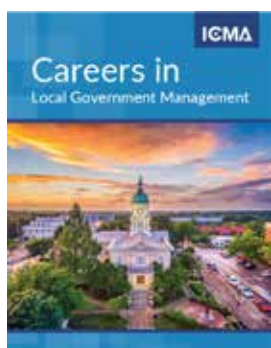
Making It Work: The Essentials of Council-Manager Relations provides the competencies needed to build a relationship that is based on mutual respect, understanding of roles, and open communication.

[icma.org/councilrelations](https://www.icma.org/councilrelations)



Breaking into Local Government will help career-changers enter the local government sector. Cases include private sector, military, and other government sectors.

[icma.org/breakingintolg](https://www.icma.org/breakingintolg)



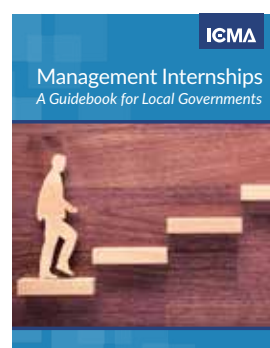
Careers in Local Government Management is an introduction to local government as a career, what city/town/county management is, what managers do, and tips on education, skills, and job opportunities related to the profession.

[icma.org/careersinlg](https://www.icma.org/careersinlg)



Job Hunting Handbook is a resource that covers topics ranging from mapping out your job search to negotiating compensation. (Member Resource)

[icma.org/jobhandbook](https://www.icma.org/jobhandbook)



Management Internships: A Guidebook for Local Governments helps local government managers and MPA programs work together to create meaningful internship experiences.

[icma.org/internships](https://www.icma.org/internships)

FIND ALL YOUR CAREER RESOURCES NEEDS AT ICMA.ORG!

Find a Job at ICMA's Job Center:
icma.org/job-center

Find a Coach at ICMA's Coaching Program:
icma.org/coaching

Search for Internships and Fellowships: icma.org/find-internships-fellowships

Explore hosting an ICMA Management Fellow:
icma.org/host-fellow

Consider teaching or lecturing to inform students about the profession: icma.org/teach

Visit an ICMA student chapter:
icma.org/student-chapters

Learn about the ICMA Credentialed Manager Program: icma.org/credentialing

Grow in your career through professional development:
icma.org/university

ICMA Veterans programs:
icma.org/veterans

Contact our team with questions!

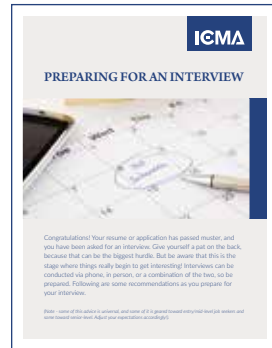
- To post a job ad: advertising@icma.org
- Questions about the ICMA Management Fellowship: lmgfprogram@icma.org
- Questions about ICMA Coaching: coaching@icma.org



Manager Evaluations Handbook is a template for new or tenured managers to help elected officials design an effective evaluation tool.

(Member Resource)

icma.org/evaluation



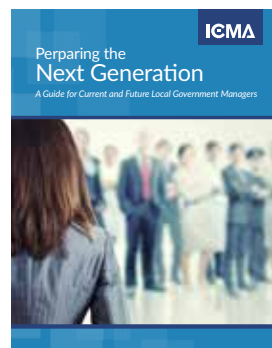
Preparing for an Interview offers helpful hints once you've passed the resume screening and have been called in for a discussion.

icma.org/interviewguide



Recruitment Guidelines for Selecting a Local Government Administrator presents guidelines to help local governments and executive search firms conduct a successful recruitment for a local government administrator/chief administrative officer.

icma.org/recruitmentguidelines



Preparing the Next Generation Case Studies highlights programs being used by local governments that believe it is their responsibility to mentor young and mid-career professionals.

(Member Resource)

icma.org/nextgencases



Model Employment Agreement is a template for municipal government administrators to use in crafting terms of hiring and employment.

(Member Resource)

icma.org/employmentagreement



Veterans Guide to Finding a Job in Local Government offers tips and tactics to help veterans get the job they want in local government.

icma.org/veterans-jobs-guide

Explore more career resources at icma.org/careerguides

HOST A Veteran Local Government Management Fellow

Good help is hard to find. **ICMA makes it easier.**

- ★ Add a Veteran to your staff to bring fresh perspective to your biggest challenges.
- ★ Shorten the hiring process with no-cost access to pre-screened Service Members.
- ★ Bring valuable skills and experience into your organization.
- ★ Help break down barriers of bias against Veterans by making them a part of your team.
- ★ Share your experiences and career advice.
- ★ Provide professional development opportunities to future local leaders.
- ★ Invest in the future.

Help shape the future. **Mentor a Veteran Fellow!**



“We’ve learned as much from our Fellow, about operations and performance management in the U.S. Navy, as he’s learned from us about local government management. The fellowship has resulted in a great learning experience for both the mentee and mentor, and helps strengthen relationships with our key military partners.”

Nat Rojanasathira, Assistant City Manager, Monterey, CA



“[Our Veteran Fellow] is a wonderful addition to our team and we are fortunate to have him helping us. Thank you again for your great program.”

Dr. Rais Vohra, Fresno County Department of Public Health

For local government professionals who want to set themselves apart

Becoming an ICMA Credentialed Manager means you have set yourself apart from the rest. You have a one-of-a-kind credential that recognizes your education and experience, adherence to high standards and integrity, and assessed commitment to lifelong learning. By earning the designation, you join a community of 1,400 professionals who not only want to add value to the communities they serve by pursuing ongoing professional development but also distinguish themselves amongst community leaders.

BENEFITS OF BECOMING AN ICMA CREDENTIALLED MANAGER

- Recognition as a professional local government manager
- Quantification of the unique expertise you offer
- Demonstration of adherence to high standards of integrity
- Demonstration of commitment to lifelong learning
- Structured and focused professional development plan
- Peer review of professional development activities and learning
- Eligibility for Legacy Leaders Program
- Access to special workshops and other training for ICMA Credentialed Managers and Candidates, such as the ICMA Gettysburg and Williamsburg Leadership Institutes

THREE EASY STEPS TO APPLY TO THE VOLUNTARY CREDENTIALING PROGRAM

1

Verify that you are eligible at icma.org/credentialing, and contact credentialing@icma.org if you're not sure.

2

Complete the Management Assessment at webassessor.com/ICMA and receive results.

3

Submit application, including professional development plan, at icma.org/credentialing before the application deadline.

APPLICATION DEADLINES

October 5, 2020 | January 4, 2021
April 5, 2021 | July 5, 2021

FEES

Management Assessment: \$75
Online Application: \$50

For more details and registration, visit icma.org/credentialing

Whether you're looking to learn about a trending topic or improve your leadership skills, ICMA University has an all-virtual portfolio of programs for local government professionals. Here are a few of the exciting programs to plan your professional development:

ICMA Gettysburg Leadership Institute: <https://icma.org/gettysburg>

Mid-Career Managers Institute: <https://icma.org/mcmi>

Emerging Leaders Development Program: <https://icma.org/eldp>

Leadership ICMA: <https://icma.org/leadership-icma>

Local Government 101: <https://icma.org/lg101>

Effective Supervisory Practices: <https://icma.org/esp>

Budgeting Guide Webinar Series: Retooled for the all-new 4th Edition of ICMA's *Budgeting Guide for Local Government*

Webinars: Practical learning on trending topics from subject matter experts in the field.

ICMA University Workshops: Don't miss the 30-minute primers offered during UNITE: A Digital Event:

Local Government Run Social Media and Online Technologies: Tools for Proactively Building Strategic and Creative Citizen Engagement
Process Matters: Transforming Public Engagement in a Divided World
The Tools of Good Governance: What Every Manager Needs to Know
Reimagining Leadership
Dealing With Systemic Racism Both Within a Department as Well as Into the Community
Resilience in the Hardest of Times
Leading Together- A New Model for Governing and Managing Your Community
Excellence In Local Government: Where Are We Now?... And... How Can We Get There?

COMING IN 2021: LEADERSHIP IN EXTRAORDINARY TIMES CERTIFICATE

A cohort program of intentional learning for leaders who want to increase their understanding of leadership as experienced personally and professionally. Areas of focus include personal leadership strengths and challenges and the identification of both a personal and professional leadership challenge to work on during the class. Action planning at each course completion will yield better time management, life balance, relationship with elected officials, connection with community, understanding of race, equity and inclusion, how to convene critical conversations with the community, staff, and elected in difficult situations. Selection will be highly competitive.