

Module One: Relevance of Unions

The purpose of this session is to reflect on the relevance of unions today and the unique role that federal and public sector unions play in the struggle to achieve economic equity and justice for workers.

Module Two: Between You and Greatness— Steps to Becoming an Effective Leader

This highly interactive and engaging seminar will be facilitated by AFGE National President, Everett B. Kelley, PhD. Using guided discussion, group problem solving and self-reflection, participants will deepen their understanding of the challenges and complexities of leadership.

Module Three: Communication and Collaboration

Leaders must be able to communicate effectively to work collaboratively, build consensus and engage local stakeholders in meaningful discussions about the future of the local. This course will improve core communication skills knowledge and skills in communicating as a leader.

Module Four: Local Structure and Governance

The purpose of an executive board is to govern the affairs of the local with the utmost integrity. Each local faces unique challenges and it is up to the executive board to learn how to work together in the best interest of the local and its members.

Module Five: Strategic Planning

Successful leaders must be able to oversee the day-to-day affairs of the local without losing sight of the big picture. During this session, participants will employ strategic planning processes to develop long-term and short-term goals for the Local.



HOW TO LEAD EFFECTIVE LOCALS: LEADERSHIP DEVELOPMENT FOR UNION OFFICERS



WHAT IS THE *HOW TO LEAD EFFECTIVE LOCALS* TRAINING ABOUT?

AFGE (American Federation of Government Employees,) National President Everett Kelley is committed to ensuring officers and executive boards have the knowledge, skills, and resources that they will need to become successful leaders and union administrators. Under the direction and vision of President Kelley, the Field Services and Education Department has developed a training called How to Lead Effective Locals.

This week-long intensive training gives local leaders and executive boards a deeper awareness of labor history and the role local leaders plays in the broader labor movement, increased basic knowledge of leadership models and frameworks that support the development of local leaders and e-board members, and enhanced skills to develop and implement strategic plans that reflect the needs of the local and its members.

Participants will hear from knowledgeable department directors and their staff on a variety of topics including how to draft or amend local bylaws, how to work effectively with an executive board, how to plan a local budget, how to engage more members through mobilizing, organizing, and communicating.

PROGRAM GOALS

Local leaders and executive boards will have:

- Deeper awareness of labor history and the role local leaders play in the broader labor movement.
- Increased basic knowledge of leadership models and frameworks that support the development of local leaders and e-board members.
- Enhanced capacity of local e-boards to develop and implement a strategic plan that reflects the needs of the local and its members.

WHO SHOULD APPLY? This training is being offered to AFGE (AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES) local officers and executive board members that want to take the local to the next level.

Prerequisites:

- Currently hold an elected position as a local officer or E-board member of a local.
- Can verify that they have completed one or more of the following classes at a National, District or Regional (P.O.R.T.) Training: New Leaders, New Officers, Financial Officers, Online Officers Orientation.
- Complete the required application in its entirety.
- Be able to meet the requirements for attendance and participation in a hybrid learning environment.

WHAT CAN I EXPECT? This training is designed using a hybrid learning model that blends live classroom instruction with an online learning community in the learning management system— AFGE Learn. Participants can access all course materials in the online community and use the discussion board to communicate with instructors and other participants.

WHEN AND WHERE: This training takes place onsite at the AFGE National headquarters in Washington D.C., and at select AFGE National, Council and/or District trainings.

Please visit www.afge.org/events for dates, times and locations of upcoming classes in your area.

WHAT WILL I LEARN

The core instructional modules will cover AFGE history, leadership skills, effective communication, executive board management, team building, local governance structures, strategic planning, and budgeting for the local.