



Upcoming Local Government Programs

December-January 2020-2021



UW-Madison Division of Extension Local Government Education publishes this announcement of statewide programs monthly. It includes UW-Madison Division of Extension programming and other programs of interest relating to local government that are offered in Wisconsin. Asterisked (*) programs are UW-Madison Division of Extension's Local Government Education programs. Information about UW-Madison Division of Extension's Local Government Education and its programming may be found at localgovernment.extension.wisc.edu. Please send us brochures and announcements of programs of statewide interest to the attention of Hannah Katz (hakatz2@wisc.edu).

Please contact the specified program sponsor with questions about any particular programs.

Disclaimer: Due to the Covid-19 outbreak, many in-person programming is cancelled. The programs listed may be conducted via webinar. Many courses are in the process of being rescheduled or moved online and more information will be published as dates and locations are provided. If you are organizing or running a program not listed, please contact UW-Madison Division of Extension Local Government Education.

December 2020

December 1-3, 9-10, 2020 – **“Project Management Certificate”** - Certified Public Manager® Program. 8:30 am - 3:15 pm, 5-day class, ONLINE. Cost: \$985 Govt/nonprofit. Learn tools and techniques to be an effective project manager and practice project management through team-based activities related to actual or simulated projects. To register:

<https://continuingstudies.wisc.edu/classes/project-management-certificate/>

Tuesday-Wednesday, December 8-9, 2020 – **“Highway Safety”** – Transportation Information Center. Webinar. 8:00 a.m.- 12:00 p.m. Learn how to meet signing and marking requirements from the Manual on Uniform Traffic Control Devices (MUTCD), apply High Friction Safety Treatment to reduce wet weather crashes, adopt Safety Edge treatments, and more. Cost: \$85.

For information and to register: https://epd.wisc.edu/tic/workshops/highway-safety/?utm_source=eloqua&utm_medium=email&utm_campaign=C065&utm_term=TIC&utm_content=Oct

Tuesday- Wednesday, December 8-9, 2020 – **“The Art of Conflict Transformation”** – Certified Public Manager® Program. Webinar. 9:00 a.m.- 4:00 p.m. Discover how to increase

comfort in dealing with conflict and to build more trust and communication in relationships. Cost: \$565; gov't/ nonprofit \$455. For information and to register: <https://continuingstudies.wisc.edu/classes/art-of-conflict-transformation/>

Wednesday-Thursday, December 9-10, 2020 – **“Communication Skills for Challenging Conversations”** – Certified Public Manager® Program. Webinar. 9:00 a.m.- 3:45 p.m. Learn how to handle difficult interpersonal conversations at work and to listen and be assertive without weakening interpersonal relationships. Cost: \$565; gov't/ nonprofit \$445. For information and to register: <https://continuingstudies.wisc.edu/classes/skills-for-challenging-conversations/>

Tuesday- Wednesday, December 15-16, 2020 – **“Work Zone Flagging Train the Trainer”** – Transportation Information Center. Webinar. 8:00- 11:30 a.m. Cost: \$75. For information and to register: https://epd.wisc.edu/tic/workshops/work-zone-flagging-train-the-trainer/?utm_source=eloqua&utm_medium=email&utm_campaign=C073&utm_term=TIC&utm_content=Oct

Tuesday, December 15, 2020 – **“Encouraging a Culture of Civility and Respect”** - Certified Public Manager® Program. 8:30 am - 3:15 pm, ONLINE. Cost: \$255 Govt/nonprofit. Examine the concept of civil and respectful behavior and some of the possible reasons behind the trend and learn strategies that organizational leaders and teams can employ to build and maintain a culture of civil and respectful behavior, and to address disrespectful or inappropriate behavior when they see it. To register: <https://continuingstudies.wisc.edu/classes/encourage-culture-civility-respect/>

Wednesday, December 16, 2020 – **“Professional Writing: Effective Workplace Communication”** - Certified Public Manager® Program. 8:30 am - 3:15 pm, ONLINE. Cost: \$255 Govt/nonprofit. Master the writing skills necessary to communicate effectively with internal and external audiences in today’s professional environment. To register: <https://continuingstudies.wisc.edu/classes/professional-writing-elements-of-effective-workplace-communication/>

Wednesday-Thursday, December 16-17, 2020 – **“Leading at a Distance: Managing Virtual Staff and Teams”** – Certified Public Manager® Program. Webinar. 9:30a.m.-3:30 p.m. Day 1, 9:30 a.m.- 12:00 p.m. Day 2. Learn to understand the challenges and best practices for working with individuals and virtual teams who are not physically together. Cost: \$375; gov't/ nonprofit \$265. For information and to register: <https://continuingstudies.wisc.edu/classes/lead-distance-manage-virtual-staff/>

*Thursday, December 17, 2020 – **“Show Me the Money- Getting Started with Grants”** – Local Government Education and League of Wisconsin Municipalities. Webinar. 12:00-1:30 p.m. This program will provide a straightforward step-by-step approach to seeking and writing government and private foundation grant proposals. Cost: \$25.00. Register: https://charge.wisc.edu/LocalGovernment/workshop_register.aspx?workshop_id=41.

Thursday, December 17, 2020 – **“Fearless Coaching: Guiding Employees Towards Great Performance”** - Certified Public Manager® Program. 8:30 am - 3:15 pm, ONLINE. Cost: \$255 Govt/nonprofit. Learn the core foundations of becoming a fearless coach for direct reports and explore the critical differences between coaching for compliance and coaching with compassion. To register, :<https://continuingstudies.wisc.edu/classes/fearless-coaching/>

January 2021

“Wisconsin Local Government Leadership Academy” – Registration is now open. Join local government leaders from across the state in honing leadership skills and strengthening networks. The program is held in a hybrid format with online self-study, virtual sessions, and in-person workshops. The academy runs January through August and includes four 2-day workshops in Stevens Point, group virtual meetings and self-paced learning activities. The registration deadline is December 1, 2020. More details:

<https://leadershipdevelopment.extension.wisc.edu/programs/local-government-leadership-academy/> For more information, contact UW-Madison Division of Extension LGLA Facilitator, at jsolin@wisc.edu or 715.498.4733.

Upcoming:

*Upcoming – **“Fall/ Winter 2020-2021 Local Government Issues, Challenges, and Strategies Distance Education Programming”** – Local Government Education. Webinar. Local Government Education is finalizing plans and dates for Zoom Webinars on the following topics: 1) Doing Our Homework: Optimizing Local Communities for Virtual Work, and 2) Governing During the Pandemic: Evolving Issues, Challenges and Strategies. For additional information, visit the [Local Government Issues, Challenges and Strategies](#) webpage or contact Karen Moore, karen.moore@wisc.edu

An EEO/AA employer, UW-Madison Division of Extension provides equal opportunities in employment and programming, including Title VI, Title IX and American with Disabilities (ADA) requirements. Requests for reasonable accommodations for **disabilities or limitations should be made prior to the date of the program or activity for which it is needed. Please do so as early** as possible prior to the program or activity so that proper arrangements can be made. Requests are kept confidential.