



## NASCOE Leadership Development Program

October 24-26, 2019

Dallas, Texas

NASCOE is excited to announce an opportunity for states to develop and enhance leadership to promote sustainability and success into the future. We are asking states to identify, engage, educate, and invest in the “NASCOE Leadership Development Program” which is designed to focus exclusively on leadership development and enhancement all the way from the state level to the national level!

We have so much undiscovered and available talent within NASCOE’s membership, and we want to do our best to recruit and train future aspiring leaders to continue carrying the torch. It is NASCOE’s goal to deliver this training in a “train-the-trainer” format so that the results and benefits will be perpetual by allowing states to take this model back home and continue “passing the torch” to future generations of up and coming leaders.

**It is important to understand that this leadership training is not focused on a traditional audience compared to NASCOE’s audience for legislative conferences. Our intent is to focus on leadership development, with only a segment of legislative education.**

Over the course of several months, NASCOE’s leadership has worked diligently to formulate a targeted plan of action, a suitable venue location, and a team of excellent presenters and coordinators.

### **Date/Location/Costs:**

- Meeting arrangements and accommodations have been secured at the Embassy Suites in Dallas, Texas (DFW Airport South) October 24<sup>th</sup> through 26<sup>th</sup>, 2019;
- This location offers participants many affordable flight options from across the country. The hotel is only 2 miles from the airport and offers free shuttle service to and from the airport;
- The hotel offers two-room suites, a free full made-to-order breakfast, free evening manager’s reception, an on-site restaurant, plus many other dining options located within 3 miles of the hotel;
- Based on the site selection and the estimated budget for this event, we believe the actual cost for each participant will be approximately \$850-\$1,000;
- **Participants will not be making lodging reservations.** Once registration is complete, NASCOE will use information submitted on the registration form to make all rooming assignments;
- Meals, incidentals, and expenses (MI&E) will be calculated at 75% for Thursday, October 24 and Saturday, October 26 (travel in & out dates) based on the current rate of \$66 per day;

- Since two of the three meals will be provided on Friday, the NASCOE Executive Committee has authorized a \$28 meal reimbursement cap for Friday, October 25;
- NASCOE's state stipend for each state sending 2 selected participants is 50% of actual eligible cost. If a state only sends 1 targeted participant, the state stipend will be 75% of actual eligible cost;
- Participants attending as a mentor must be selected by their state association and understand 100% of expenses for attending will be the responsibility of the state association;
- For states that are financially unable to send participants, NASCOE has budgeted funding to assist those states. States that would like to ask for assistance should contact their respective Area Executive by July 31<sup>st</sup> and he/she will provide further instructions to submit a written request for financial assistance to the NASCOE Executive Committee;
- NASCOE will issue reimbursement of eligible costs to state associations. Participants will be reimbursed from their respective state association.

#### **Target Audience:**

- This program will focus on targeting prospective and aspiring leaders at the state level to engage and recruit leadership to serve at the state, area, and national levels;
- We believe there is a benefit when two people from each state travel together for training. Even though the two are inexperienced, they are familiar with each other which will add a level of comfort. Additionally, the two members that are trained will be able to work together as a new energized "team" within a state;
- In states that will only be sending one attendee; we will look to pair them with a neighboring state;
- Benefit would be gained by inviting an experienced member from each state to be a mentor to the targeted individuals to use the shared material as a springboard into leadership positions. Again, **Participants attending as a mentor must be selected by their state association and understand that 100% of expenses for attending will be the responsibility of the state association;**
- The material to be covered would be of little benefit to a seasoned NASCOE leader. However, individuals attending with significant leadership experience will be expected to form a mentor relationship with targeted and prospective leaders to assist in continued leadership development at state, area, and national levels; and,
- Attendees should be selected after careful consideration by the state association leadership. Area executives and area chairpersons should work closely with their states to emphasize the mission of this initiative and to encourage state officers to select targeted participants. Remember, NASCOE's goal is to maximize its return on investment by effectively identifying prospective and aspiring leaders in each state.

## **Mission, Objectives, Results:**

- Mission: To deliver a face-to-face and interactive one-day leadership development program prioritized and focused on identifying, engaging, educating, and investing in prospective and aspiring leaders for NASCOE and state affiliates.
  
- Objectives:
  - Develop and enhance leadership beginning at the grassroots levels of NASCOE;
  - Educate newer members about NASCOE's mission, purpose, accomplishments, and how FSA's County Committee System is the core of our existence;
  - Highlight the importance of NASCOE Leadership negotiating with Management;
  - Formulate plans at state, area, and national levels to build and foster NASCOE advocacy and outreach with partners and stakeholders;
  - Assist states with organizational structure to help communicate duties and responsibilities;
  - Provide information sharing on state financial management and success stories;
  - Educate on the background, involvement, and effectiveness of NASCOE's legislative initiatives, highlighting NASCOE's Legislative Consultant.
  
- Results:
  - New leaders will emerge at the state level which will ensure leadership sustainability and plan for succession of current leaders;
  - Newer generations of NASCOE members/FSA county office employees will have a clear understanding of why the County Committee is the foundation of NASCOE's existence and why we must strive to maintain and build upon that unique and trusted delivery system;
  - Increase and fortify NASCOE membership into the future;
  - Stronger state associations result in a stronger national association;
  - New leaders will step up once roles and expectations are communicated;
  - State associations will be financially sound to operate;
  - Prospective leaders will understand the need and effectiveness of our legislative initiatives; and,
  - State associations that send participants to this training can use this as a train-the-trainer model to go back to their respective states and deliver this curriculum at the local level to recruit aspiring leaders and to inspire, enhance, and retain existing leadership.

## **Program Trainers/Coordinators:**

Based upon expertise and passion for the approved program's curriculum topics, NASCOE has selected program trainers and coordinators with proven leadership skills, ability to present, organizational skills, and subject matter knowledge. Trainers/coordinators were selected from present and past NASCOE members/leaders that have demonstrated exceptional leadership at state, area, or national levels that directly correlates with the topics covered on this leadership training agenda.

## Training Topics and Presenters:

- The program agenda is as follows:
  - Thursday, October 24: Travel in date & meet and greet on Thursday evening.  
**Participants should make travel arrangements to arrive at the hotel before 5:00 p.m. CST;**
  - Friday Session:
    - 8:00 a.m. CST: Welcome and Introduction—Officers and Program Coordinators
    - Building and Enhancing State Leadership, Organization and Administration—How, Where, and Who to Identify and Recruit – Mark VanHoose and Neil Burnette
    - Duties and Responsibilities of Area and National Positions – Rick Csutoras and Jenae Prescott
    - NASCOE’s History, Mission, and Accomplishments – Jackson Jones and Brenda Boomer
    - FSA County Committee—Foundation of NASCOE’s Existence – Wes Daniels and Kevin Dale
    - Building and Fostering Advocacy and Outreach with Partners and Stakeholders (internal and external) – Marla Hammer and Robert Payne
    - NASCOE’s Legislative Initiatives, Tools, and Successes – Hunter Moorhead and Donny Green
    - Questions and Answers - All Officers and Trainers
    - Summary – Program Coordinators
    - 5:00 p.m. CST: Adjournment
    - 5:30 p.m.- 7:30 p.m. CST: Networking Reception
    - **Participants should not schedule travel departure that would require them to leave the meeting earlier than 7:30 p.m. CST**
  - Saturday morning, October 26: travel out date for those who did not travel out on Friday evening.

## How to Apply:

**The attached application form must be completed by each member interested in attending as an aspiring leader or mentor and submitted to their state president and area executive by JULY 1, 2019.** The area executive will confirm selected attendees from each state by contacting a state officer by July 15, 2019. After confirmation of participation is received from state officers, selected participants will be sent a registration form that must be completed and returned to the National Legislative Co-Chairs by no later than August 15. Flight information will be collected on the registration form to assist in scheduling airport shuttles with hotel. Participants should be aware that hotel shuttles are not available prior to 5:00 a.m. CST when considering departure flights.

After the registration process is completed, registered participants will receive more detailed information as the venue date approaches.