



National Association of Housing and Redevelopment Officials

COMMISSIONERS! EXECUTIVE DIRECTORS!

The Michigan Chapter holds exclusive licensing from National NAHRO to offer high-quality NAHRO professional development programs for Commissioners right here in Michigan. Commissioners can obtain the training they need to effectively discharge their responsibilities on the Board and save time without breaking the bank (and the budget) traveling to high-priced venues in other parts of the country.

Commissioners' Fundamentals and Ethics and the Housing and Community Development Commissioner trainings are being scheduled to take place in **South Haven, Michigan**.

Completion of both seminars qualifies commissioners to receive certification from NAHRO, as a NAHRO Certified Commissioner (NCC). Participants may attend either seminar at a cost of \$350, or the combined seminars at a cost of \$600.

Space is limited. Sign up soon!

Host: **South Haven Housing Commission**
Lake Michigan College (LMC) – South Haven Campus

Dates: **August 10-12, 2016**

Cost: **\$600** per person for combined training
 \$350 per person for individual seminar training
 (lunch included on Thursday and Friday)

Location: **Hosted by: South Haven Housing Commission**
 at Lake Michigan College – South Haven Campus
 125 Veterans Blvd., South Haven, MI 49090

Accommodations: Attendees will be responsible for their own housing arrangements. Local hotels and numbers:

Hampton Inn: under NAHRO Commissioner Training; Room rate \$197.10 per night. 04299 Cecilia Drive, South Haven, MI 49090; tel. 269-639-8550

Holiday Inn Express: under NAHRO Commissioner Training; Room rate \$198.10 per night. 1741 Phoenix Road, South Haven, MI 49090; tel. 269-637-8800

Please see attached for curriculum & registration information



Commissioners' Fundamentals and Ethics Seminars

Location:

**Lake Michigan College – South Haven Campus
125 Veterans Blvd., South Haven, MI 49090**

Schedule - Day One: 12:30 p.m. registration ~ 1:00 p.m.-5:00 p.m. class (Fundamentals p.m.)

Day Two: 8:30 a.m. – 5:00 p.m. (Fundamentals - all day)

Day Three: 8:30 a.m. – 5:00 p.m. (Ethics all day - all day)

(Continental breakfast and lunch included on Thursday and Friday)

Commissioners' Fundamentals (Wednesday afternoon and Thursday): The commissioner has many roles and responsibilities. Participants who attend this session will enhance their understanding of the commissioner's multi-faceted position as an advocate, leader, team-builder, strategist—and more. Among other topics, the course explores the intricacies of board-staff relationships and boundaries. This program provides an excellent training foundation and is designed for new, as well as seasoned commissioners who would like to update their current knowledge. (1.2 CEU)

Program Topics:

- Welcome, Introductions and Expectations, Program Purpose and Objectives
- CE Instructions and Agenda Review
- Diversity in Operations: An Introduction
- Housing and Community Development and Redevelopment Programs: Historical and Current Environment Perspectives
- Board Functions and Individual Commissioner's Roles: An Overview
- Commissioner's Role, Responsibility and Relationships: Community Stakeholders
- Commissioner's Role, Responsibility and Relationships: Stewardship – the Public Trust
- Commissioner's Role, Responsibility and Relationships: Intra-Organizational Issues
- Board Composition and Dynamics: Building Productive and Effective Working Relationships
- Board Governance
- Conclusion: The End of the Beginning
- Closing Remarks
- Post-Assessment and Program Evaluation

Ethics and the Housing and Community Development Commissioner (All day Friday): Ethics plays a significant role in the life of a commissioner. This seminar increases the commissioner's understanding of professional conduct guidelines, and the ability to recognize and appropriately address ethics-related issues and problems that may occur. Participants learn about industry laws and regulations that may impact ethical conduct, and how to build capacity as a board member. This course, intended for the new commissioner and a refresher for the veteran, uses practical applications and skills assessment exercises to reinforce ethical concepts. (.65 CEUs)

Program Topics:

- Introduction: Global Perspectives on Ethics
- History, Laws and Regulations, Code of Professional Conduct
- Defining Ethics and Ethical Conduct
- Fiduciary Duty, Conflicts of Interest, Ethical Decision Making
- Ethical Dilemmas
- Ethical Leadership

Registration - must be received no later than August 1, 2016

Registration Form



Commissioners' Fundamentals and Ethics Seminars August 10-12, 2016 South Haven, Michigan

Registration information

Name: _____
(as you would like it to appear on your certificate)

Agency: _____

Address _____

Phone Number: _____

E-mail Address: _____

Amount Enclosed: _____ Check Number: _____

Checks Payable to "Michigan NAHRO"

Please check one:

Commissioners' Fundamentals only: (Wednesday afternoon and Thursday) - \$350 _____ payment enclosed

Commissioners' Ethics only: (All day Friday) - \$350 _____ payment enclosed

Combined Commissioners' Fundamentals and Ethics: \$600 _____ payment enclosed

Remit Registration and Payment to: Cheryl Anne Farmer
State Service Officer
MI NAHRO
169 Templar Ave.
Pinckney, MI 48169

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