

KAC Institute of Excellence

The KAC Institute of Excellence is the educational umbrella for various certificate programs designed to promote effective and responsive county government in Kansas.

Institute workshops are open to everyone affiliated with local government in our effort to comprehensively improve county services. KAC Institute of Excellence offers the opportunity for you to enhance the knowledge and skills necessary for effective service to the public through our certificate program, *Foundations in County Government*, and our Webinar Wednesday offering.



Some classes offered through these programs **also apply toward the three levels of Kansas Roads Scholar Program.**

Foundations in County Government

Foundations in County Government is designed to introduce county employees—elected as well as appointed—to key topics that will enhance their performance in working with the public through better understanding of effective communication, working as a team member and personal development and is the first level of our leadership program.

Foundations in County Government Overview

Foundations in County Government is now the foundational leadership program. Importantly, the to be flexible and provide timely presentations and issues and concerns. The overarching objective for employees more tools to help mobilize others to they face in their roles in local government.



Previous enrollees of the *Leadership Academy*

We have kept track of past program participation new KAC Institute of Excellence leadership *Government*. So even if someone hasn't taken a will still be positioned to complete the new program.

There are two options for completing the program. When we moved courses into the new program, based on the classes someone has already taken determined into which program they were placed.

- Complete three core classes listed below*
AND
- Four (4) elective classes

Core Courses

- 300 Essentials of County Government. (or New Commissioner's Orientation)
- 301 Effective Meetings
- 203 Legal Aspects of Management

- 303 Ethical Considerations
- 304 Budgeting and Finance
- 305 Fundamentals of Leadership

"Ethical Considerations ought to be a course everyone who works in county government take. It opened my eyes to a number of issues I never thought about."

-Commissioner from Riley County

Electives

All classes offered through the KAC Institute of Excellence can be applied toward *Foundations in County Government* program. These courses are offered as part of the Roads Scholar programming as well as ad hoc sessions that address current issues.

- 105 County Government 101
This workshop also applies toward completion of *Level 1 Roads Scholar* program.
- 106 City Government 101
This workshop also applies toward completion of *Level 1 Roads Scholar* program.
- 206 Providing Employee Safety
This workshop applies toward completion of *Level 2 Roads Scholar* program.
- 306 Effective Community and Media Communication
This workshop applies toward *Level 3 Roads Scholar* program.
- 307 Effective Management of Intergovernmental Relations
This workshop applies toward *Level 3 Roads Scholar* program.
- 308 Overview of Human Resource Management
This workshop applies toward *Level 3 Roads Scholar* program.

Webinar Wednesday Subscription

Based on feedback from our members, the KAC is introducing a new subscription program for a monthly webinar. This will allow us to provide you with pertinent information on a variety of topics on a regular basis. This program gives every member county the opportunity to participate in training from their office, making it cost effective to provide training to all of your employees.

Participating in the KAC's webinar program provides one "seat" to the webinar. A seat is a log-in. Your county will be allowed to connect one computer to the webinar session. You can have as many people as you want present to watch the webinar from your one location. You will be asked to include an email address for the webinars. This email will be the assumed email address used for your county's seat connection and for contact information.

Why Webinars?

Webinars — or online, real-time presentations — have obvious benefits to our members. Here are just a few reasons you should consider subscribing to the KAC Webinar Wednesdays:

- **Less Costly than Attending a Seminar**
Webinars give you many of the rewards of an in-person seminar without the hefty price tag. You can get a brief overview of a subject without having to pay for gas

and in some cases, overnight stays, to travel to a class. The \$50 annual subscription allows ALL of your employees to participate in ALL of the webinars at one central location convenient to your county.

- **Less Time Required**

Webinars are designed to take no more than an hour of your time. You don't have to be away from work for a full day, but you still gain important information.

- **Interact With the Presenter in Real-time**

Webinars allow you to interact in real-time with the presenter so you can ask specific questions even though you aren't face-to-face.

- **Invite Your Employees to Interact.** When you to set up a training or meeting room for employees to come together for the webinar, it will naturally lend itself to conversation on the topic, reinforcing the message.

- **Strategic Content That Continues to Generate Value**

An archived video of our webinar allows others in your office interested in the topic to listen to the presentation at their convenience.