

ESSENTIALS FOR ELECTED OFFICIALS

TRAINING SERIES 2018



There is a lot to know about serving as a municipal elected official. Whether you were just elected or are more experienced, there is always something new to learn or be reminded of.

The Colorado Municipal League (CML) and Colorado Intergovernmental Risk Sharing Agency (CIRSA) offer numerous opportunities to provide municipal elected officials with valuable information through the “Essentials for Elected Officials” training series. These events provide information in a variety of formats on a wide range of topics from budgets to staff/council relations, liability to open meetings, parliamentary procedures to conflict of interest, open records to social and traditional media communications, and so much more.

- Want an **in-person experience** where you can go more in-depth on topics? *You got it.*
- Prefer **learning online**? *You got that, too.*
- Find value in **extended training** and **statewide networking**? *Great! Attend the CML Annual Conference, the largest gathering of municipal officials in Colorado.*
- There are even opportunities to get this information at a **regional forum** near you.

Participate in whichever training that best fits your schedule, some of them, or all of them!

These opportunities are all extremely affordable — **some are even free!**

The day-long workshop is less than \$100, offering the biggest bang for your buck in getting the training you need to be an effective leader.

As a bonus, participation in these events earns you credits in MUNiversity, CML’s elected officials training program. Learn more about MUNiversity at www.cml.org/muniversity.

[Webinar: Overview of Municipal Office](#)

Tuesday, Feb. 13, noon-1 p.m., Cost: FREE for CML members

Gain an overview of the topics all municipal elected officials need to know, including staff/council relations, budgeting, liability, open meetings and open records, the Colorado Governmental Immunity Act, ethics, and more.

[Workshop: Effective Governance for Municipal Officials](#)

*Wednesday, March 21, all day, Denver, Cost: \$85 for CML members**

Go in-depth into the topics covered by the webinar described above, and also learn about parliamentary procedures and how to communicate effectively via social and traditional media. Presentations are conducted jointly by issue experts and current municipal officials, ensuring both the sharing of accurate information and the knowledge to put that information into practice. During the workshop, you will also have the opportunity to connect with other elected officials from all across the state.

[Spring Outreach](#)

May, statewide; Trainings 10 a.m.-noon; Meetings noon-1:30 p.m.; Cost: FREE for CML members

Each year, CML staff members visit with municipal officials to learn the latest happenings in cities and towns and provide an update on the legislative session. In select locations, in-person “**Essentials for Elected Officials**” trainings will take place before these meetings.

[96th CML Annual Conference](#)

*June 19-22, Vail; Cost: Less than \$250 for CML members, *scholarships available*

The CML Annual Conference is a four-day event with more than 40 educational sessions focusing on municipal issues in Colorado, along with the opportunity to share ideas, exchange resources, and solve problems collectively with other municipal officials from across the state.

A limited number of conference scholarships are available; apply by Friday, Feb. 9.

Find details and application form at www.cml.org/scholarship.

** early registration rates*



CML, established in 1923, has long been a reliable resource providing municipal officials with advocacy, information, and training. **All CML workshops, webinars, and events, can be found online at www.cml.org.**