

# So You Want to be the County CAO?

A Career Development Workshop for Senior County Executives

## PRACTICAL SKILLS

An intensive workshop designed exclusively for senior county executives who are considering advancement to a CAO or CEO position as a next step in their career development.

### Learn from Experienced Chief Executives

- ✧ Career Paths to the Executive Office
- ✧ Skill Sets Needed
- ✧ Leadership Practices as a CAO
- ✧ Challenges of Moving to the CAO Role
- ✧ Board-Executive Relationships
- ✧ Preparing for Advancement

### Build Practical Skills

- ✧ Individual Coaching to Create Personal Development Plan
- ✧ Interpersonal Effectiveness

### Create Career-Building Networks

### Hear Insights from Executive Recruiters



**September 17-18, 2015**

**Sacramento ✧ \$125/person**

Continuing Education Presented By



**CSAC** INSTITUTE  
FOR EXCELLENCE IN  
COUNTY GOVERNMENT

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With support from the California Statewide  
Communities Development Authority

**FOR APPLICATION AND  
REGISTRATION PLEASE VISIT**

**[www.csacinstitute.org](http://www.csacinstitute.org)**

**NOTE:** Support of the County CAO/CEO (or equivalent) is required for participation.

Join this rare opportunity to continue your professional education and career development as a county executive

### Experienced Faculty

- ☞ **William Chiat**  
Dean of the CSAC Institute and former CEO of Napa County.
- ☞ **Terry Schutten**  
Executive Director of CAOAC and former CEO of Sacramento County and Ramsey County (St. Paul, MN).
- ☞ **Walt Ekard**  
Partner in Ekard Smith & Associates and former CAO of San Diego County
- ☞ **Pamela Derby**  
Executive Recruiter, CPS HR Consulting and former aide to the Yolo Board of Supervisors

Plus select current and retired county executives

Eligible for 4 Credits from CSAC Institute

## Workshop Highlights

Agenda focused on real-world practices

### Thursday, September 17, 2015

- 9:30 Welcome and Introductions  
Conversation: *Aspirations of Becoming the Senior Executive*  
Discussion: *Journey's to CAO/CEO – Paths to County Executive*
- Noon Lunch and Discussion: *Work/Life Balance Transitioning to the CAO/CEO*
- 1:00 Discussion: *Differing Roles of CAO and CEOs and the Skills Sets Needed*  
Case Study: *Leadership Practices of CAO/CEOs*  
Coaching: *Create Personal Development Plans*
- 5:00 Hosted Reception and Dinner with Current and Retired CAO/CEOs
- 6:30 Activity: *Interpersonal Effectiveness—Why won't they change for me*

### Friday, September 18, 2015

- 7:30 Breakfast and Networking
- 8:00 Simulation and Group Discussions: *Developing Positive Relations with the Board and Department Directors and Getting Through Difficult Times*  
Presentations: *Identifying the Right Opportunities;* and *How to Position Yourself in CEO Recruitments*  
Assessment: *Preparing for the Next Steps*
- Noon Adjourn

