



## History of LEAD

LEAD was launched in September of 2011, evolving from the SMILE (Supervisor Modules in Leadership Excellence) program. The SMILE program began as an initiative from the City of St. Charles' 2001 Business Plan with an objective to "foster an environment where supervisors can perform at their best." At a later date, it was decided that the full potential of the SMILE program could be enhanced with participation from other communities. The Cities of Batavia and Elgin were asked to join this effort and they provided a perspective that improved the program immensely. SMILE officially began in 2004, offering over 100 hours of training to approximately 300 participants. In 2008, we began inviting non-supervisors to the leadership book clubs. Their enthusiasm for becoming better leaders eventually led us to recognize that leadership can (and does) come from all levels within an organization. The seed was planted, and LEAD was born in 2011. All employees from the Cities of Batavia, Elgin, and St. Charles were invited to participate in LEAD, which sponsored speaker events and book clubs.

## What is LEAD?

- LEAD's mission is *developing leaders through collaborative learning to build a stronger community.*
- The Cities of Batavia, Elgin, and St. Charles have partnered together to offer speaker events (topics of interest to most employees), book clubs (current leadership or work applicable relational topics) and LEAD 'N LEARN sessions (topic that may apply to a smaller group or specific group of employees) to foster personal and professional growth.
- A key component of LEAD is the idea that self-development positively impacts leadership capabilities.
- LEAD speakers are often nationally recognized as having expertise in their fields and without the collaboration between cities our employees would not likely have access to this caliber of speakers.
- LEAD believes that all employees are leaders regardless of their city positions, and leaders benefit from ongoing training on a variety of topics.
- LEAD events offer valuable networking opportunities for employees from different departments and cities where we learn ways to improve city services.
- LEAD participation is voluntary and open to employees based on position responsibilities and work group schedules. Employees discuss attendance with supervisors prior to signing up. (Some Cities may ask supervisors to attend.)
- LEAD welcomes participation from other municipalities for a small fee.

## Who runs Lead?

We all do. LEAD, has always been, and will continue to be an evolutionary and collaborative learning initiative. Utilizing an invaluable framework whereby we regularly solicit staff feedback, two committees work in tandem to ensure LEAD meets the changing needs of our staff and our communities.

- The Executive Committee oversees Lead policies, finances, and communication and is comprised of one decision-making representative from each city (typically from the city administrator's or human resources departments). The committee members communicate regularly with Department Directors and City

Managers/Administrators and help to ensure Lead remains a low-cost, high-return learning initiative for their respective cities.

- The Curriculum Planning Team is responsible for researching and evaluating speakers, reading and recommending leadership books, and providing assistance at events. This team is comprised of a dedicated group of lifelong learners representing a variety of department cultures throughout each city.

### **Our department is always so busy. How can I justify going to LEAD?**

In order to meet the recurring and ever growing complex challenges in our communities, it is vital that our staff supplement institutional and organizational training and education with continuous, planned self-development. Taking advantage of attending LEAD events offers employees the potential for maximum personal and professional growth with a very minimal time investment. Each City has a vested interest in creating an adaptive and resilient workforce in every level of the organization.

### **I am already technically competent and have received leadership training in my field of expertise. Why should I attend LEAD?**

Many of us believe ourselves to be good leaders just because we know how to lead. We already went through leadership training. LEAD is different in that it focuses on the intrinsic link between self-development and community success. Self-development is defined as planned, goal-oriented learning that reinforces and expands the depth and breadth of an individual's knowledge base, as well as self and situational awareness. Self-development will complement what we have previously learned in the classroom and on the job, enhance our personal competence and help us meet our objectives, both personally and professionally.

### **What is the Cost for LEAD?**

LEAD cities partner together and approve a joint budget based upon each City's level of participation for a year of programming (if more employees attend, that LEAD city pays a higher percentage). Each year could vary a bit in programming but generally included a fall and spring speaker event, three book clubs, and occasional "lunch with the author" small group Q & A. Below is an example of the budget. The per person cost works out to less than \$130 per year, and the training is local (saving on transportation), meals are included, and the relationships built at LEAD events enhance ongoing knowledge sharing.

#### **LEAD Program Billing History**

| <b>City</b>              | <b>Calendar Yr<br/>2015</b> | <b>Calendar Yr<br/>2016</b> | <b>Calendar Yr<br/>2017</b> |
|--------------------------|-----------------------------|-----------------------------|-----------------------------|
| LEAD Billing-Batavia     | (10,754.60)                 | (6,760.06)                  | (9,037.17)                  |
| LEAD Billing-Elgin       | (13,587.55)                 | (14,177.69)                 | (17,480.04)                 |
| LEAD Billing-Other       | (523.00)                    | (650.00)                    | -                           |
| LEAD Billing-St. Charles | (31,552.77)                 | (21,163.35)                 | (19,082.84)                 |
| <b>Grand Total</b>       | <b>(56,417.92)</b>          | <b>(42,751.10)</b>          | <b>(45,600.05)</b>          |

|  <b>LEAD Speaker Topics</b> |   |      |
|--|---|------|
| Speaker  | Topic   | Year |
| David Rabiner  | The Value of Leadership in Everything You Do  | 2011 |
| Steve Robbins  | What Nice People Need to Know: Unintentional Intolerance  | 2011 |
| Mike Bechtle   | People Can't Drive You Crazy if You Don't Give Them the Keys                                    | 2012 |
| Stekphen M. Gower  | What Do They See When They See You Coming?  | 2012 |
| Don Wetmore  | The 28-hour Day -Time Management  | 2012 |
| Jeff Tobe  | Let's Get Engaged - Coloring Outside the Lines  | 2013 |
| John Huston  | Leadership Lessons from the North Pole  | 2013 |
| Max Jaffe  | You and Your Money  | 2014 |
| Dr. Steve Robbins  | An Open Mind is a Terrible Thing to Close- Diversity  | 2015 |
| Haydn Shaw   | Sticking Points: How to Get 4 Generations Working Together in the 12 Places They Come Apart     | 2015 |
| Dr. Lew Bender   | What's New? Almost Everything-Navigating Change in City Govt.                                   | 2016 |
| Wayne Messmer  | The Voice of Victory  |      |
| Kristin Lindeen  | Personal Accountability and the QBQ   | 2016 |
| Marissa Afton  | Mindfulness in the Workplace  | 2017 |
| Dee Cascio   | Navigating Life and Work Transitions and (Including Retirement)                                 | 2017 |
| Israel Greene  | Everyone Communicates Few Connect   | 2018 |
| Steve Rizzo  | Motivate This! Start Each Day With an Unstoppable Attitude                                      | 2018 |
| LEAD Book Club Topics  |   |      |
| Author   | Book Title  | Year |
| Jim Collins  | Good to Great   | 2012 |
| Kent Keith   | Case for Servant Leadership   | 2012 |
| Ruby K. Payne, Philip E. DeVol, Terie Dreussi Smith  | Bridges Out of Poverty  | 2013 |
| Gary Chapman & Paul White  | 5 Languages of Appreciation in the Workplace  | 2013 |
| Mike Bechtle   | People Can't Drive You Crazy if You Don't Give Them the Keys                                    | 2013 |
| John Maxwell   | How Successful People Think-Supervisors   | 2014 |
| John Maxwell   | Sometimes You Win-Sometimes You Learn   | 2015 |
| Steve Robbins  | What If? Short Stories that Spark Diversity Dialogue  | 2015 |
| Haydn Shaw   | Sticking Points: How to Get the 4 Generations Working Together in the 12 Places They Come Apart | 2015 |
| John G. Miller   | QBQ: The Question Behind the Question-Personal Accountability at Work and Home                  | 2016 |
| Rasmus Hougaard, Jacqueline Carter, Gillian Coutts   | One Second Ahead: Enhance Your Performance at Work with Mindfulness                             | 2016 |
| Robert Greenleaf   | Servant Leadership- The Servant as Leader and other articles                                    | 2016 |
| Fredrik Backman  | A Man Called Ove  | 2017 |
| Daniel James Brown   | The Boys in the Boat  | 2017 |
| Patrick Lencioni   | The Ideal Team Player   | 2017 |
| Sheryl Sandberg  | Lean in: Women, Work, and the Will to Lead  | 2018 |
| Imbolo Mbue  | Behold the Dreamers   | 2018 |
| Susan Cain   | Quiet: The Power of Introverts in a World that Can't Stop Talking                               | 2019 |

11/25/2018

Jenn McMahon – Director of Human Resources, City of St. Charles – 630-377-4470; [jmcmahon@stcharlesil.gov](mailto:jmcmahon@stcharlesil.gov)

Jennifer Kuhn – LEAD Coordinator – 630-762-7090; [jenkuhn@strongercommunity.net](mailto:jenkuhn@strongercommunity.net)

LEAD website: [www.strongercommunity.net](http://www.strongercommunity.net)