



**CITY/COUNTY MANAGER ASSOCIATIONS OF  
SANTA CLARA AND SAN MATEO COUNTIES PRESENT:**



# TOMORROW'S DEPARTMENT HEAD FORUM

**THURSDAY, NOVEMBER 2, 2023**

**10 AM - 4 PM**

**MITCHELL PARK COMMUNITY CENTER  
3700 MIDDLEFIELD RD, PALO ALTO**

## **WHY ATTEND?**

Tomorrow's Department Head Forum brings together City Managers, current Department Heads, and an Executive Recruiter to learn what it takes to move to the next level. Individuals in Santa Clara and San Mateo Counties who aspire to hold Department Director positions within the next two years should attend.

## **APPLY ONLINE AT:**

[www.mmanc.org/2023TDHF](http://www.mmanc.org/2023TDHF)

**APPLICATION DEADLINE**

**SEPTEMBER 8, 2023**

**REGISTRATION: \$75**

## **QUESTIONS?**

Laurel Prevetti  
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(408) 354-6832

## **AGENDA**

1. WELCOME & INTRODUCTIONS
2. WHAT TO EXPECT DURING A RECRUITMENT AND HOW TO PREPARE
3. EXPERIENCES OF NEWLY APPOINTED DEPARTMENT HEADS
4. BREAK OUT SESSIONS
  - a. Developing successful working relationships with the community, Council, City Manager, other Department Heads, and your own staff
  - b. Discussion on the core competencies at the Department Head level, what makes great Department Heads, and the common elements of successful careers
  - c. Recruiting/retaining a good workforce within your new Department
5. LUNCH
6. SPEED COACHING
7. NETWORKING RECEPTION
8. RESOURCES & WRAP -UP



## **EVENT PARTNERS:**

