



## Center for Local Government Leadership Academy

Class 13: 2026



# The Basics

DURATION: One day per month from March - August

YOU WILL LEARN: The basics of managing a local government, including topics such as: effective communications, leadership strengths, finance and budgeting, HR best practices, and economic development/land use planning.

WHO IS ELIGIBLE: Staff from Center for Local Government (CLG) or Miami Valley Risk Management Association (MVRMA) member jurisdictions. *(1 per community during the first round of applications).*

COST: \$1,120 / participant (first round of applications);

(Price may reduce if grant funding is secured)



## What is the purpose of the Leadership Academy:

1. Provide an affordable leadership and management skill development opportunity for local government employees.
2. Build relationships between employees of neighboring communities- leading to future collaboration.

Classes are taught by local government practitioners and subject matter specialists. Classes are designed to focus on practical applicable skills, such as effective communications, leadership styles, human resources and finance.



## What does participation entail?

The Leadership Academy consists of 1 class per month from March to August. Classes are held at local government facilities around the region. Classes last from 9:00 a.m. until 3:00 or 4:00 p.m.

Each class focuses on an aspect of local government management and leadership. Some classes will include "showcases," which will feature additional local professional development opportunities.

Learn more about each class on the upcoming pages.



### WHO SHOULD PARTICIPATE IN THE CLG LEADERSHIP ACADEMY?

The Leadership Academy is designed for any employee of a CLG or MVRMA member community who wants to improve their leadership or management skills. This encompasses a WIDE VARIETY of positions. For example, prior Academies have included positions such as City Engineer, Fire Chief, Information Systems Coordinator, Administrative Assistant, Special Events Coordinator, Assistant City Manager, Finance Director, and many others at all organizational levels.

### WHY SHOULD I PARTICIPATE?

- You will learn leadership and management techniques from a mix of practicing local government professionals, instructors from local universities, and other subject matter experts.
- You will have a choice of one of three one-day courses taught by Xavier University, alongside other local government and business professionals.
- You will have an opportunity to meet and build relationships with people on a similar career track from neighboring jurisdictions.
- Almost 260 Leadership Academy graduates can be found today sharing information or working together on projects on behalf of their communities. Leadership Academy alumni will also teach many of the classes in this year's session.



### HOW DO I SIGN UP?

[Click here to fill out the application form](#). Then have your Chief Administrative Officer sign the [Leadership Academy authorization form](#) and e-mail it to [DTilow@C4LG.org](mailto:DTilow@C4LG.org). We require the authorization form for three reasons:

- The Leadership Academy will consist of six full-day classes plus one half-day. That is a significant time commitment;
- It is important that you have a conversation with your Chief Administrative Officer about your leadership ambitions prior to starting the academy;
- Due to increased demand, we may not be able to accept more than one person per government. Please see the detailed registration information on the final page for additional information.



# The Classes

## LOCAL GOVERNMENT 101

Date: Wednesday March 25, 2026

Location: Lebanon Fire Station 41 (601 N. Broadway, Lebanon, OH 45036)

Time: 9:00am-3:00pm

This class provides an introduction to the Leadership Academy and an overview on local governments and their various structures and roles. There will be group exercises putting you in the role of the Administrator, elected official, or other government officials. This class will also cover topics such as ethics, open records, and other issues of legal importance. Finally, you will have a chance to meet your fellow participants. This class is instructed by Ohio Plan Executive Director Michael Hinnenkamp.

### Showcase: Chief Administrative Officer Roundtable Discussion

Twelve CLG member governments have Chief Administrative Officers who have graduated from the Leadership Academy. We will hold a panel discussion with a selection of these individuals to discuss their career paths, how to best leverage the Leadership Academy experience, and will take your questions.



**Interesting Fact:** The CLG membership includes cities, townships, villages, fire districts, and park districts. Local Government 101 covers the similarities and differences.



# The Classes

## COMMUNICATING IN THE WORKPLACE AND IN PUBLIC

Date: April 22, 2026

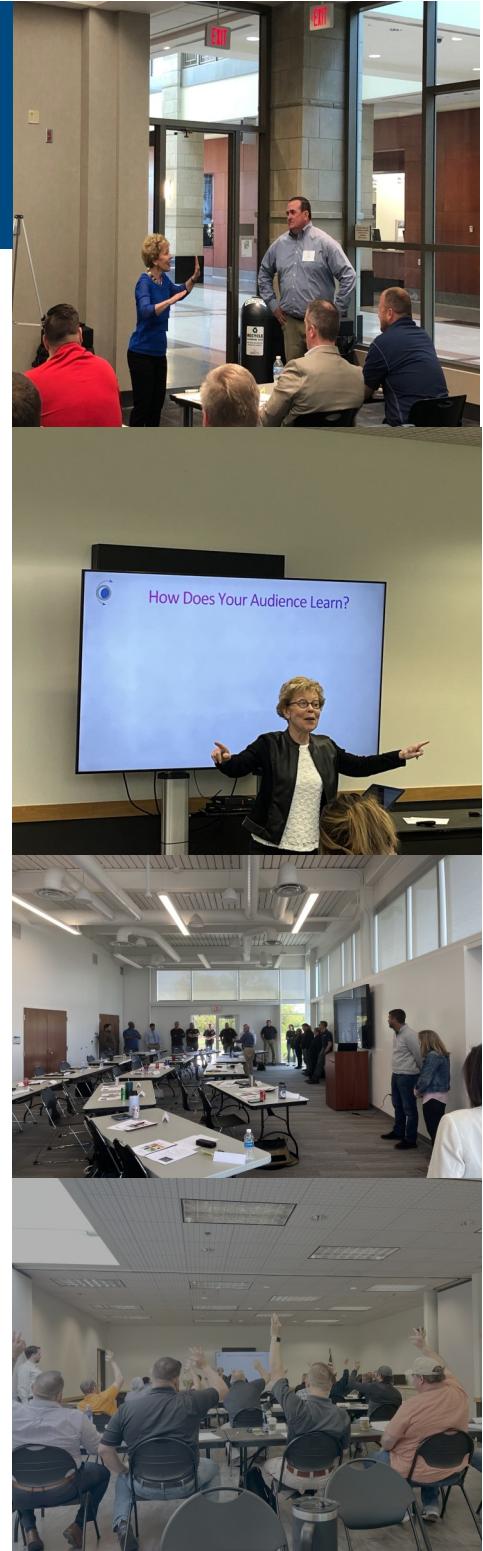
Location: Springdale Community Center (11999 Lawnview Ave.  
Springdale, OH 45246)

Time: 9:00am-3:00pm

You will learn about conflict resolution in the workplace, listening for understanding, and public speaking skills. This will include a number of interactive activities in order to hone your skills on these topics. This class will be taught by Shelly Bamberger and Joe Schneider, two experts in communication who have worked with a number of our communities.

During the first part of the day, you will focus on public communication. This includes lessons in body language, messaging, speaking, and how to interact with an audience. One of the main focuses of this session is learning how to put together an effective “2 minute update.” Please come to class with a discussion topic that you’d like to speak about. You WILL be speaking in front of the group.

The second part of the day focuses on interpersonal communications- learning about your own communication style and that of others. This will help you develop a skill set for when you are speaking to peers or people you supervise. It will also help you better understand how others perceive you.



**Interesting Fact:** You need to identify a topic in advance that you are willing to talk to the class about during the 2 minute update practice session.



## The Classes

### XAVIER UNIVERSITY LEADERSHIP EXPERIENCE

Leadership Academy participants have the option of selecting one of three Xavier University Public Sector Leadership Institute one-day course offerings:



#### *Fostering Teamwork and Trust*

Date: May 13, 2026

Location: Xavier University, 3800 Victory Parkway, Cincinnati, OH 45207

Time: 8:00am-4:00pm

#### *Effective Decision Making*

Date: May 20, 2026

Location: Xavier University, 3800 Victory Parkway, Cincinnati, OH 45207

Time: 8:00am-4:00pm

#### *Strengths-Based Leadership*

Date: May 27, 2026

Location: Xavier University, 3800 Victory Parkway, Cincinnati, OH 45207

Time: 8:00am-4:00pm

*Participants will be asked to select which Xavier class they would like to attend on their registration form. The class limit is 10 per class, filled on a first come first served basis.*





# The Classes

## HUMAN RESOURCES MANAGEMENT

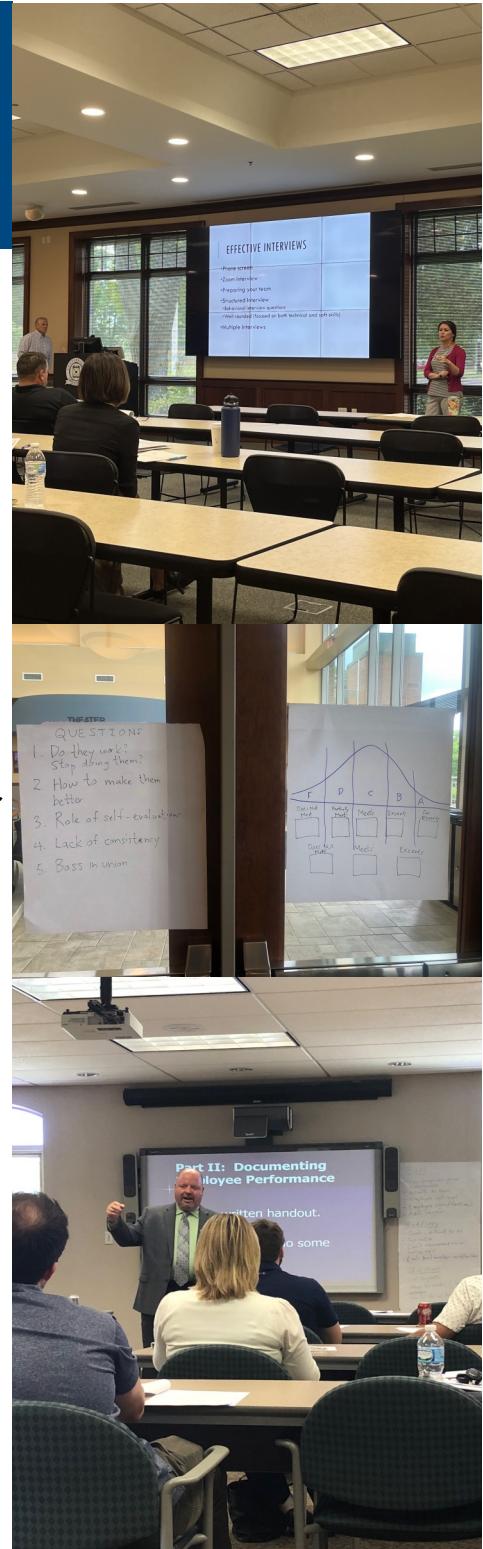
Date: June 24, 2026

Location: City of Centerville Police Dept (155 W. Spring Valley Pike, Centerville, OH 45458)

Time: 9:00am-3:00pm

Description: Leadership Academy graduates Larry Mullins (Springfield Township), Jennifer McCormick (Centerville) will discuss best practices for hiring and interviewing. Afterward, Douglas Duckett of the Duckett Law Firm, former Human Resources Director for Butler County, the City of Loveland, and previous chair of the Ohio Public Employee Labor Relations Association, will guide the class through an interactive session covering performance evaluation and other practical human resources issues that apply at the department head level.

You will have a chance to practice conducting performance evaluations, and potentially other human resources related functions.



**Interesting Fact: Employees from participating CLG Member governments receive tuition discounts for Xavier's Leadership Center, APEX undergrad degree, and graduate degree programs.**



## The Classes

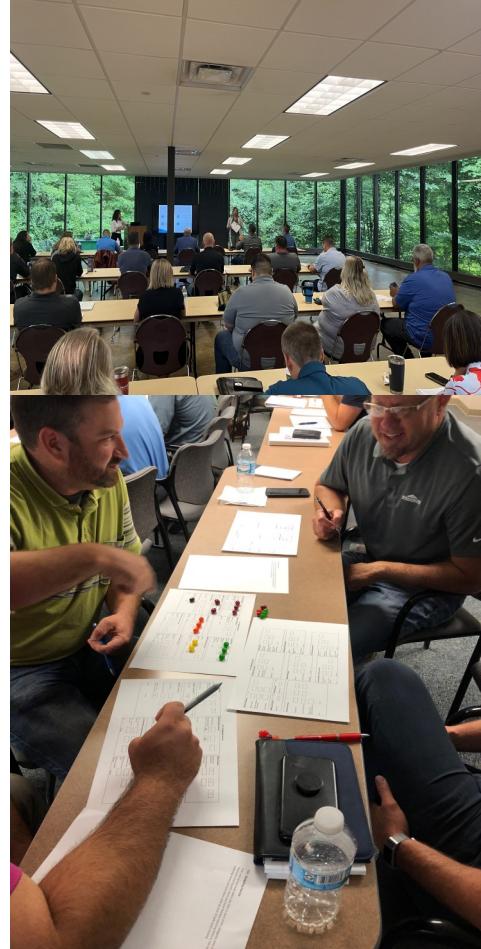
### BUDGETING AND FINANCIAL PRINCIPLES

Date: July 22, 2025

Location: Blue Ash North Fire Station (10647 Kenwood Road  
Blue Ash, OH 45242)

Time: 9:00am-3:00pm

Description: This course introduces the fundamentals of fund accounting, covering key concepts such as categories and types of funds, purchasing, and debt management. Participants will explore various revenue sources and examine the differences between municipalities and townships. The class also delves into the budgeting process, with a focus is on equipping participants with the knowledge and skills to make sound budget recommendations. The course is led by City of Cincinnati Budget Director Andrew Dudas and City of Cincinnati Finance Director Steve Webb.



Interesting Fact: 6 CLG Leadership Academy alumni teach in the program.



## The Classes

### LAND USE AND ECONOMIC DEVELOPMENT

Date: August 19, 2025

Location: Deerfield Township Administration Building (4900 Parkway Dr., Suite 150 Deerfield Township, OH 45040)

Time: 9:00 p.m. -3:00 p.m.

Description: See how economic development and land use affect all of the aspects of government operations. This class will also teach you about the different players and tools in the economic development and land use arena. Andy Kuchta from Springdale, Nathaniel Kaelin from Fairfield, Thomas McIntyre from Liberty Township, and P.J. Ginty from Deerfield Township lead this class.

#### Showcase:

Learn about The District at Deerfield Township. The District at Deerfield is a dining, shopping and entertainment destination along one of the most highly traveled corridors in Greater Cincinnati. It features the new Deerfield Fifty West Brewery and Pins Mechanical.

Stay for the optional post- Leadership Academy Happy Hour at Fifty West Brewery.



Interesting Fact: The District at Deerfield opened in 2024.



## LEADERSHIP ACADEMY GRADUATION AT THE CENTER FOR LOCAL GOVERNMENT ANNUAL MEETING

Date: TBD (early to mid-September 2026)

Location: TBD

Time: Registration: 11:00 a.m. - 11:30 a.m.; Program: 11:30 a.m. - 1:00 p.m.

You will be honored at the Center for Local Government Annual Meeting. The location for the Annual Meeting is TBD, but expect to hear about a location and a featured speaker during mid-summer.



# What is my commitment?

We have designed the Center for Local Government Leadership Academy to be compatible with your work commitments. As such, we only have one class per month, and there is no overnight retreat or any group project. However, in order to make sure you get the most out of the Leadership Academy experience, we ask that you are able to commit to the following:



## ATTENDANCE

- Leadership Academy classes run from March until August. We have attempted to always schedule these on Wednesdays from 9:00 a.m. until 3:00 p.m., but there are some exceptions.
- We expect attendance at all classes, but we understand if a work emergency or other extraordinary circumstance causes you to miss a class. If you miss a class, you are expected to find an alternative training to attend on a similar topic. This alternative training would be subject for approval by CLG. Please seek out Drew Tilow ([DTilow@C4LG.org](mailto:DTilow@C4LG.org)) or Ziah Huett ([ZHuet@C4LG.org](mailto:ZHuet@C4LG.org)) if you have to miss a class.
- If you miss more than two classes, you may be asked to withdraw from the program.

## REFLECTION AND EVALUATION

- After each class you will be asked to identify what your takeaway from that class was, how you would apply the lessons of that class to your job on a day-to-day basis, and how you would apply the lessons of that class to your career. This reflection helps to make the sessions more concrete for you.
- You are expected to come with one topic to share with your peers. Every class has moments for networking. It is important that you use this opportunity to use the collective knowledge of the group.
- Finally, you are also expected to fill out all class evaluations. These will be distributed online after every class.



# How do I apply to the Leadership Academy?



- [Please click this link to apply to the CLG Leadership Academy.](#)

Please note that the deadline for applications is 5:00 p.m. on Friday February 27, 2026

- If all 20 Leadership Academy seats are not filled after the first round, we will open a second round.
- Space in the Leadership Academy is limited. Also keep in mind that the Xavier University course offerings will be filled on a first come first served basis. *In order to ensure that we are fair to all potential participants, we will likely only accept one applicant per government.*
- If your community has more than one applicant:
  - If there are remaining slots after the application period has closed, all governments with multiple applicants will be placed in a lottery to determine who can send an additional applicant this year.
  - If your community is NOT selected for an additional applicant, the Chief Administrative Officer will select an attendee for this year and will select one to defer to a future year.
  - Depending on availability, there may be an opportunity for a second applicant from one community to enter the Academy after the initial 20 slots have been filled. However, to do this, **that applicant will have a higher tuition amount. Governments with multiple applicants will be notified of this opportunity if it becomes available.**
- Finally, the cost for the Leadership Academy will not exceed \$1,120 per person. (NOTE: Second applicants from communities that exceed the initial 20 person limit will be charged more). **CLG always applies for grants for the Academy on an annual basis. This may reduce the tuition cost. If you are accepted to the academy, do not create a P.O. for an invoice until we announce whether there will be a tuition reduction.**