

**Great Community ABC &
Rebecca Schueller Training & Consulting present:
Preparing Your Board for the Annual
Executive Director Evaluation**

A Half-Day Training (9:00 am-1:00 pm) or (3:00 p.m.- 7:00 p.m.)

Workshop Description: Some nonprofit boards love their executive directors and feel very lucky...others do not. But the majority of boards share a common aversion to the required annual Executive Director evaluation. Some boards have NEVER conducted an executive director evaluation. Other boards are so uncomfortable that they procrastinate and skip several years before conducting an evaluation. This leaves many committed, hardworking executive directors feeling under-supported...and allows executive directors who are not a fit for the role to rule unchecked. Join your board and staff colleagues to discuss these challenges and gain resources, ideas, and strategies to support a healthy process for the annual Executive Director evaluation...and free up energy to support your organization's essential community work!

Discuss and learn a highly functional process that helps executive directors feel supported and allows board members to complete this duty with integrity. Review the primary purpose of the annual evaluation, beyond simply the legal obligation. Discuss common questions: ■ Does every board member have to participate or can a small group conduct the evaluation? ■ Our Executive Director is doing a great job, do we have to do an evaluation this year? ■ I think our Executive Director does a solid job, but there are some changes I think will really move our organization forward...how do I say that? ■ Our board procrastinates every year because we don't enjoy this role! How do we get past this? ■ How should we include staff feedback in the executive director's evaluation? ■ When do we discuss a compensation increase?

Intended Audience: This workshop is designed for new board members, longtime board members, executive directors, and HR professionals. The goal is to develop a healthy and functional process for your organization that will support a strong board-executive director partnership that can maximize community impact. This workshop is most effective when attended by a team of individuals from your organization. Please send a 3-person team composed of a) 3 board members b) 2 board members and your executive director or c) one board member, your HR director, and your executive director. Other groupings accepted so long as they are not all staff. Your board chair's participation is ideal.

❖ **Rebecca Schueller Training & Consulting, LLC** ❖
Texts: (218) 760-9470 ◆ Email: Becky@bemidjiconsulting.com
Mail: P.O. Box 1513, Bemidji, MN 56619-1513
Website: www.bemidjiconsulting.com

About Your Trainer

Owner and principal consultant Rebecca (Becky) Schueller has three decades of experience working with national, urban and rural nonprofits, community groups, tribal organizations and small businesses. In addition to 25+ years of management and leadership experience with nonprofits, Becky has served multiple community agencies in Chicago and the Bemidji area in Board, committee, and consultant and training roles. Becky brings a perspective to this training informed by her experience as a nonprofit board member, board chair, and as an Executive Director.

In 2018-19, Becky served as the Continuum of Care Coordinator for 12 counties in Northwest Minnesota, assisting with allocation of HUD funding for housing and homeless services. In 2018, Becky trained new grant writers and grants management staff for Leech Lake Tribal Development. Becky served as Executive Director for Evergreen Youth & Family Services in Bemidji for nearly 16 years (2001-2017). Evergreen's \$1 Million budget more than doubled during Becky's tenure and the staff grew from 20+ to 40+ members. After relocating to Minnesota in 1998, Becky developed the first *Catalog of Philanthropy* for the Northwest Minnesota Foundation, served as a Business Development Specialist for the Native American Business Development Center and worked for the Midwest Alliance of Sovereign Tribes in Cass Lake.

About Rebecca Schueller Training & Consulting

Rebecca Schueller Training & Consulting delivers services designed to support staff and board members in nonprofits/tribes/cities/counties/ and small businesses working to create community impact develop well functioning work environments. Services help Boards of Directors, CEOs and staff build on existing strengths and make needed changes to advance their work. Becky can help your organization create a board/CEO partnership, develop supervisor-staff designed alliances, conduct meaningful strategic & program planning, build stakeholder investment in your organization and explore new approaches and resources. When your organization faces challenges (or new opportunities), ask Becky for advice.

Professional Endorsements

I have had the privilege to work with Rebecca as an Evergreen board member and community professional over the last nine years. ... During Rebecca's tenure with the agency she was responsible for obtaining, organizing and leading the agency through millions of dollars in funding to provide programming and services to the highest risk and most vulnerable youth in our community.

Katherine Monkman, MSW, Edward Jones Financial Services

Feedback from Training Participants during 2018-2019:

Clear information on what a fully effective agency looks like – very specific and helpful!

Thank you for the “tools and resources” to bring back to our jobs.

I loved the style in which you led the discussion.

I liked the direct approach that was taken and the way things were explained.