Leadership Training Needs Assessment
Summit Agenda
April 23 and 24, 2014 (9 am to 4 pm each day)
Red Lion Downtowner – Boise, Idaho

Purpose: To conduct an environmental scan and prioritize the unmet leadership training needs within the Idaho library community, which will be used by the Idaho Commission for Libraries in collaboration with the Idaho Library Association to develop a sustainable leadership development guide for members of the Idaho library community.

Desired Meeting Outcomes

By the end of the summit, participants will

1. List the human qualities and behaviors of a leader which translate into financial and community support for Idaho libraries.
2. Identify target audiences within the Idaho library community and their unmet leadership training needs.
3. List and prioritize unmet leadership training needs within the Idaho library community.

Agenda

April 23

9:00 am	Meeting Set Up
9:20 am	Welcome / Why Are We Here? The Vision
10:00 am	Small Group Work -- Leadership Qualities / Behaviors
10:30 am	BREAK
10:45 am	Report Out -- Leadership Qualities/Behaviors
12 Noon	LUNCH
1:00 pm	Current Leadership Training Opportunities
2:00 pm	Small Group Work -- Identifying Target Audiences (small group work)
2:30 pm	BREAK
2:45 pm	Report Out - Target Audiences
3:45 pm	Wrap Up - Plus/Delta

April 24

9:00 am	Agenda/Guidelines
9:05 am	Review / Clarification / Questions
9:50 am	Small Group Work -- Identify Unmet Training Needs
10:30 am	BREAK
10:45 am	Report Out - Identify Unmet Training Needs
12 Noon	LUNCH
1:00 pm	Matching Unmet needs with Target Audiences
1:30 pm	Prioritize Unmet Training Needs with Target Audiences
2:15 pm	Small Group Work - Next Steps
2:45 pm	BREAK
3:00 pm	Report Out - Next Steps
3:45 pm	Wrap Up / Evaluations

After the Meeting – What Next?

The Idaho Commission for Libraries and the Idaho Library Association will work together to convene an Advisory Group of 6 individuals. This group will take all of the data from the Summit, synthesize the data and create a Portfolio of Leadership Development Activities which will allow members of the library community to develop the desired behaviors and skills.