

Municipal Forestry Institute Sample Agenda

Sunday – Orientation to MFI

- 5:00 pm Orientation Session –
- 6:30 pm Dinner - Get to know the other members of your Peer Learning Group!
- 7:30 pm Opening Session – Guest speaker

Monday- Developing a Leadership Approach to Your Position

- 7:45 am Breakfast
- 8:30 am Leading by Understanding the World Around You
Leading by Managing Change
Leading Through Creativity and Innovation: Ideas Make the Difference
- 11:45 am Lunch Break
- 1:00 pm Leadership Principles and Tools
Applying Leadership Principles in Your Program
Leading Strategically With
Wrap/Review/Reflect
- 6:30 pm Dinner
- 7:30 pm Networking as if Your Career Depended On It

Tuesday- Thinking and Planning Strategically to Advance Urban Forestry

- 7:45 am Breakfast
- 8:30 am Introduction to Strategic Planning AND Thinking
S.M.A.R.T. Goals and Objectives
Performance Measures and Program Evaluations
People: Succession, Diversity, and Mentoring
People: Cultivating and Engaging Diverse
Managing Roles and Relationships in Municipal Urban Forestry
Strategies For Dealing With Fiscal Resource Constraints
Communicating With City Council
- 11:45 am Lunch Break
- 1:00 pm How to Put Together a Winning Team
Practicing Tree Politics
Turning Plans into Policy
Wrap/Review/Reflect
- 6:30 pm Dinner
- 7:30 pm “Law & Order – The Tree Board Unit”

Wednesday- Working Effectively with Boards, Coalitions, and Non-Profits

- 7:45 am Breakfast
- 8:30 am Advancing Urban Forestry Through Collaboration
Working Effectively With Volunteers and Partnerships
Advancing Urban Forestry Through Professionalism
- 11:45 am Lunch Break (lunch served at 12 noon - sit with your Peer Learning Groups)
- 1:00 pm Free Time/Nature Explore/Get outside/Cadre Chat
Extricating yourself from the Quagmire

Improving Group Dynamics

Wrap/Review/Reflect

6:30 pm Dinner

7:30 pm Fireside Chat with Urban Forestry Icon

Thursday- Managing the Relationship between People and Trees

7:45 am Breakfast

**8:30 am Communications Leadership
Keys to Effective Communication
Improving Your Presentation Style and Substance**

12:00 pm Lunch Break

**1:15 pm Interacting Effectively & Proactively with the Media
Communicating Urban Forestry with the Public
Wrap/Review/Reflect**

6:30 pm Dinner

7:30 pm Closing Reception

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Friday- Putting the MFI Principles into Practice

7:45 am Breakfast

**8:30 am The Challenge and Opportunity of Urban Forestry Leadership
Moving Your Urban Forestry Program Forward
Raising the Visibility of Urban Forestry in Your Community
Why Are You Relevant? And Who Needs to Know?
From Inspiration to Reality: Life After MFI – MFI Alumni
Graduation and Course Evaluation**

12:00 am Lunch

1:00 pm Bus departs