



DEFINING THE ROLE OF CHIEF OF STAFF AT YOUR INSTITUTION: MODELS TO CONSIDER FOR A NEW CHIEF OF STAFF

April 13, 2017 :: 1:00 - 2:15 p.m. EDT

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Better define the chief of staff role at your institution to ensure a smooth and more successful partnership with your president.

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OVERVIEW

The role of assistant to the president of any institution varies depending on many factors. Designed with new Chiefs of Staff in mind, you will hear two successful models for presidential assistants from a current president and former chief of staff. You will learn how you can better define your presidential assistant role, decide upon the skillsets that are needed, and implement a successful partnership on your campus.

WHO SHOULD ATTEND

This training is designed for both new chiefs of staff, as well as institutions looking to hire a new chief of staff or a presidential assistant.

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www.academicimpressions.com/webcast/defining-role-chief-staff-your-institution-models-consider



LEARNING OUTCOME

After participating in this online training, you will be better able to make key decisions about the role of your new chief of staff.

CONTACT US FOR MORE INFORMATION

Contact Elizabeth Hubbell, Program Manager at elizabeth@academicimpressions.com or 720-988-1218 if you'd like additional information about the program.



AGENDA

Thursday April 13, 2017 :: 1:00 - 2:15 p.m. EDT

- The many models of a Presidential Assistant
 - » Defining the need
 - » The morphing role of a university President
- Options to consider
 - » How decisions are made
 - » Advising on policy
 - » Administrative tasks
 - » Internal vs. external constituents
 - » Fitting the Chief of Staff role with skillsets of the President
- What to do during the first month of a new Presidential/Chief of Staff partnership
- Open forum

INSTRUCTORS

Dr. Joshua Jacobs

Dr. Joshua Jacobs serves as the Vice President for Advancement and Alumni Relations at Central Methodist University (CMU) in Fayette, Missouri. Jacobs works with a team focused on developing committed relationships with alumni and friends of CMU and creating lasting opportunities to link people's passions with the mission of Central. Jacobs has oversight of the annual fund, corporate and foundation relations, prospect research, major gifts, planned giving, comprehensive and capital campaigns, and alumni and constituent relations.

Jacobs previously served as Chief of Staff to Murray State University President Randy J. Dunn. He was responsible for the daily operations of the institution and worked closely with campus constituency groups to advance the mission of the institution.

Dr. Beth Stroble

Dr. Elizabeth (Beth) J. Stroble was named the 11th President of Webster University in 2009. During her tenure, Webster University, a global institution with a network of campus locations around the world based in Webster Groves, has solidified its reputation as a truly global university. The University expanded into Africa and Greece and has built partnerships with communities and institutions around the world. Dr. Stroble has focused attention locally as well, with the opening of the Gateway Campus in the Arcade Building in downtown St. Louis, and breaking ground for a new Interdisciplinary Science Building on its Webster Groves campus, which will open in 2017.



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EARLY BIRD PRICING

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