

Neighborhood Development Center

Community Leadership Academy

Spring 2011

Community Café – WebGrants

Wednesday, April 6, 2011 - 6:30-8:30 PM

Kirk Community Center, 1601 Foxworthy Avenue, San Jose, CA 95118

Presented by: Ernest Guzman, City Manager's Office, Neighborhood Development Center

The NDC Community Café is an informal social networking event for our neighborhood leaders. Our goal is to find creative solutions to neighborhood issues by bringing together individuals with various experiences. At this café we will talk about the WebGrants online grant portal and get feedback on the recent Cycle 25 application process.

Cycle 24 Final Report Training

Saturday, April 30, 2011 - 2 PM and 3 PM

Kirk Community Center, 1601 Foxworthy Avenue, San Jose, CA 95118

Presented by: Ken Podgorsek, Executive Director - United Neighborhoods of Santa Clara County

Bring your questions, bring your receipts, and bring your reports. This class is an opportunity to ask any question regarding the final preparation of your final report for Cycle 24. Every question that you have regarding completing your final report will be answered at this Community Cafe.

Board Roles and Responsibilities

Saturday, April 30, 2011 - 2 PM and 3 PM

Kirk Community Center, 1601 Foxworthy Avenue, San Jose, CA 95118

Presented by: Ernest Guzman, City Manager's Office, Neighborhood Development Center

As a neighborhood leader, you have been called upon to step up to the next level of engagement: being elected to your neighborhood groups' board of directors. But you have little experience in helping to run an organization. What are your duties and responsibilities? How many meetings do you have to go to? What are your fiscal duties? How do you succeed without letting people know you don't know what you are doing? This course will spotlight what will help you be a good board member as well as point out some common pitfalls as to why good people sometimes fail.

Space is limited, so please register early for these FREE classes.

Please call the Neighborhood Development Center at (408) 794-6575 or email ndc@sanjoseca.gov to RSVP. Translation will be provided upon request. All classes are eligible for CAP training credit.

To request an accommodation or alternative format for City-sponsored meetings, events or printed materials, please call the Neighborhood Development Center at (408) 794-6575 or 408-294-9337 (TTY).

NeighborWebSJ: Connecting Neighborhoods Through the Internet

Saturday, April 30, 2011 - 2 PM and 3 PM

Kirk Community Center, 1601 Foxworthy Avenue, San Jose, CA 95118

Presented by: Janice Rombeck, NeighborWebSJ editor and publisher

NeighborWebSJ is a San Jose Web site that connects neighborhoods to each other and to City Hall. It provides breaking news about neighborhood issues and a venue to share best practices, calendars, maps and success stories. Workshop presenters will explain how you can get involved with NeighborWebSJ and create and maintain your own neighborhood association Web site. You can also share your own experiences with the Internet.

Emergency Preparedness

Wednesday, May 4, 2011 - 6:30-8:30 PM

Kirk Community Center, 1601 Foxworthy Avenue, San Jose, CA 95118

Presented by: Alex Fraser, San Jose Prepared!

Are you prepared for an emergency? This is a brief look into the San José Prepared! program. Find out what you and your neighbors can do to ensure that you're prepared for any type of disaster when emergency services cannot reach you right away. This class will provide information about hazards to prepare for in San José, ways to reduce the risk of loss and injury before disaster strikes, how to create a family disaster plan, and more.

Neighborhood Outreach and Communication

Thursday, May 19, 2011 - 6:30-8:30 PM

Kirk Community Center, 1601 Foxworthy Avenue, San Jose, CA 95118

Presented by: Ed Brooks, Strawberry Park Neighborhood Association and Neighborhoods Commission

Would you like to learn ways to promote and market your organization? This class will provide you the basic principles of effective communication and outreach.

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