

**YALSA Board of Directors Meeting  
ALA Midwinter Meeting, Philadelphia  
January 11-16, 2008**

**Topic:** Request for Board Action: Establish a Taskforce for Chair Training

**Background:** At the 2007 fall meeting of the Executive Committee, the group came to the consensus that more effective training is needed in order to adequately prepare chairs for their leadership role. Their recommendation is provided below.

**Action Required:** Action

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**Request:**

Establish a taskforce to 1) identify what chairs need to know to be effective in their leadership role, 2) inventory what YALSA already offers chairs and to 3) coordinate existing resources and design additional ones as needed to assist in-coming chairs in preparing for their new role.

**Rationale:**

With the many recent changes within YALSA and the rapid growth of the association, it's important to ensure that the Committee/Jury/Taskforce Chairs are well-prepared for their volunteer position, including the development of leadership skills and becoming knowledgeable about key YALSA policies, procedures and activities.

**Areas of the Strategic Plan the Proposal Supports:**

Association Sustainability  
Continuous Learning

**How the Request Benefits YALSA and the Profession:**

By ensuring that chairs are adequately prepared, the Board will ensure the continued health and integrity of the association. Committees/juries/taskforces are critical tools for providing members with opportunities to get involved in the association and for implementing the work of the association.

**Additional Information:**

According to the *NonProfit Board Answer Book*, effective Committee Chairs have:

- Content knowledge of subject committee focuses on. (e.g. the Fabulous Films chair is knowledgeable about films for teens—on the job or through coursework)
  - § Experience relevant to the work of the committee
  - § Proven leadership and people skills
  - § Confident in guiding committee members to accomplish the task in a timely manner
  - § Willingness to resolve conflicts among members
  - § Commitment to keep the Board well informed

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Current training/orientation resources for chairs:

- Midwinter briefings via yalsacom from the President
- Leadership Development meeting at Midwinter and Annual
- YALSA Handbook
- Chair Guide (in development)

Types of information chairs typically need & where it can be found:

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<b>Type of member</b>	<b>Personal Capability</b>	<b>Interpersonal Skills</b>	<b>Focusing on Results</b>	<b>Setting a Clear Direction</b>	<i>More e-mediated</i>
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*More facilitated*