



Oregon Association of Municipal Recordors

PROFESSIONAL GROWTH AND DEVELOPMENT COMMITTEE

- PURPOSE:** To promote the professional image of the City Recorder through:
- Continuing Education
 - Coordination of the Northwest Clerks Institute
 - Education for local government officials

CONTINUING EDUCATION

- A. Promote educational opportunities among OAMR members by providing articles in the OAMR Newsletter and information on the OAMR Website.
 - a. Obtain list of deadline dates from newsletter editor
 - i. Winter Newsletter – Northwest Clerks Institute dates and IIMC/OAMR Scholarship Information
 - ii. Spring Newsletter – Northwest Clerks Institute registration information
 - iii. Fall Newsletter – Recap of Northwest Clerks Institute summer sessions
- B. Work with the OAMR Conference Committee to schedule new City Recorder training sessions at each of the annual conferences.
 - a. Confer with Conference Committee Chair to include in conference schedule
 - b. Work with Committee members to secure facilitators for the session
- C. Develop and post on the OAMR website a form to assist City Recordors in tracking educational sessions and professional development activities necessary for IIMC certification.
- D. Assist OAMR members in IIMC certification related issues.

NORTHWEST CLERKS INSTITUTE

- A. The Committee Chair will serve as a member of the Northwest Clerks Institute Committee.
- B. Provide Northwest Clerks Institute information to the OAMR newsletter editor and OAMR web mistress.
- C. Assist the Northwest Clerk Institute Director with securing session speakers, class content, and evaluation/review of annual sessions.

EDUCATION FOR LOCAL GOVERNMENT OFFICIALS

- A. Assist the OAMR President on coordination of the League of Oregon Cities booth and assistance in any educational sessions at the League's annual conference.
- B. Facilitate educational sessions among various affiliate organizations such as the Oregon Mayor's Association (OMA), Oregon Municipal Finance Officer's Association (OMFOA), and the Oregon City/County Management Association (OCCMA) to promote the importance of the role of the City Recorder.
- C. Coordinate with the OAMR Education Committee on speakers or sessions as needed.

Current Committee Members

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