



**Development District Association of Appalachia**  
**New Executive Directors Training Agenda**  
October 19, 2023 | Arlington, VA 22209

---

<b>9:00 AM – 10:30 AM</b>	<b>Strategic Direction and Transition</b>
	Strategic direction is essential to drive growth within your local development district. This planning helps to identify what an LDD should implement to progress towards its vision and fulfill its goals.
<b>10:45 AM – 12:00 PM</b>	<b>Exempt and Nonexempt</b>
	Understanding how employees are classified helps executive Directors understand how employees are classified and avoiding pitfalls.
<b>12:00 PM – 1:00 PM</b>	<b>Lunch (on your own)</b>
<b>1:00 PM – 2:30 PM</b>	<b>Staff Management and Personnel Policies</b>
	How can you make your personnel policies work for you? This session is a deep dive into leadership and various roles and responsibilities manage your staff.
<b>2:45 PM – 4:30 PM</b>	<b>Peer Sharing and Best Practices</b>
	Open session with experienced executive directors discussing whatever topics attendees would like to discuss with peers.
<b>4:30 PM</b>	<b>Adjourn</b>

---