



AMCTO's Corporate Training

Fundamental Rules of Parliamentary Procedures for Elected Members of Council and Administration

1-Day Workshop

Description of the workshop:

This workshop is aimed at providing Elected Members of Council and Administration a better understanding of Parliamentary Procedures, meeting protocol and effective governance process.

Duties of a Presiding officer and the role of members of council can be overwhelming when rules of order are not understood or not properly executed. This training workshop is designed to provide direction and an overview of why, what, where and how to get business done in an effective manner.

What you will learn:

The fundamental principle of parliamentary law under Robert's Rules of Order, newly. The participant's role in a productive meeting at a Council level, board or committee level, the duties of a Presiding Officer and how to be a good chair, how to introduce a variety of motions to effectively move any motion forward and much more.

Why attend:

The most frustration one can experience while participating in a meeting, is not understanding the basic parliamentary rules under which a meeting is conducted. This workshop is designed to give you those basic tools.