



Commonwealth Centers

FOR HIGH-PERFORMANCE ORGANIZATIONS

SCOPE OF WORK FOR THE VILLAGE OF ORLAND PARK, IL – November 13, 2015

Building High Performance Organizations Seminar:

This is a proposal for the Village of Orland Park, IL to host the three day HPO seminar for the executive staff and other employees who could support the effort for higher performance, up to about 36 people or so in all, for three consecutive days during a period to be determined. Through the seminar, participants will understand the key factors that determine whether an organization is making appropriate progress in improving its performance. They can assess and diagnose how they currently stand in these areas. Then they can learn about and apply potent change levers to initiate the appropriate improvement efforts.

The three days would accomplish the following:

- The overview of the HPO model, with enough interactive exercises to generate the involvement of the participants in a beginning diagnosis of their own organization's situation.
- Opportunity for the participants to focus on the elements of a Leadership Philosophy for the Village and the other Values necessary to become higher performing.
- Action planning time to assess commitment for the future and begin planning the next steps.

I am attaching the Seminar Description. It gives one an overview of the seminar, but does not identify any interactive exercises and simulations that may be included.

There will also be an opportunity to meet with the Village Manager before and on an evening during the sessions. The focus of the meetings would be on what outcomes are expected from the seminar, how the HPO model relates to the organization, the issues that are emerging as the seminar progresses, and what next steps for the organization seem appropriate.

PK 4/28/16