



FEBRUARY 26 - MARCH 2, 2018

Fort Worden State Park, Port Townsend, WA



**EARLY
REGISTRATION
DISCOUNT**

Save \$100
per person by
registering prior to
October 31, 2017

**39th Annual Pacific
Northwest Resource
Management School**

This exceptional and proven program provides an unique educational setting to explore philosophies and techniques of resource management; to provide training opportunities for persons who have responsibilities or interest in this field; and to create a better understanding of the need for stewardship of

**AGENCY
REGISTRATION
DISCOUNT**

After first full
registration, save \$100
for each additional
registration

For more information: www.inpra-usacan.com or 253-820-5626

Sponsored by: International Northwest Parks & Recreation Association



PURPOSE

The Pacific Northwest Resource Management School was created to teach an understanding of stewardship for developed land, facilities and natural resources; managing budgets and communicating funding needs; and assigning, supervising and mentoring employees.

This program “should be required for everyone in the park and recreation system.”

“This school has helped me more with my current position than any

AUDIENCE

Participants are primarily from government agencies in Washington, Oregon, and Canada but have come from as far as Idaho, California, Arizona, and Montana. The school services a wide variety of staff in various positions and even departments. The material presented has been successfully used in workplaces by staff from parks, public works, recreation, facilities and utilities departments. These staff have held a variety of roles, including park rangers, main-



Sponsored by INPRA

CURRICULUM

During this two-year program, students and faculty meet annually for an intensive week-long educational and networking experience.

FIRST YEAR

First year focuses on developing a resource management plan and addresses other related subjects pertinent to resources management. Sessions include classroom exercises and team project. **Core sessions** include physical asset inventory; maintenance activities and descriptions; time standards; service levels; and developing budgets.

MID-YEAR PROJECT

Between attending first year and returning for second year, students complete a real-life Resource Management Plan for their agency. This project is due in November.

SECOND YEAR

Second year builds on the first year materials with a focus on developing and managing a budget, human resources, and maintenance information systems. Sessions include class exercises and team project. **Core sessions** include budget management, development and politics; capital project planning; contract management; and employee recognition and performance management.

ADDITIONAL TRAINING

The third year program provides professionals with knowledge and skills that will help enhance their effectiveness in their work and career, which contribute to an increase in organization performance. This advanced program will focus on areas critical to creating highly effective teams and organizations, as well as long-term career success and advancement. Individuals are challenge to grown in their knowledge, skills, abilities and confidence.

Third year is geared towards current and future managers seeking professional development. **Core sessions** includes leadership, problem-solving, interpersonal communication, and coaching. Due its highly individualized nature, only 12 students are accepted annually. **Early register is highly recommended.**

GENERAL SCHEDULE for First and Second Year

Mon, February 26, 2018

3:00 - 4:00p	Arrival and Check-In
4:15 - 5:00p	Welcome
5:00 - 6:00p	Dinner
6:00 - 7:15p	Keynote
7:30p	Classroom Session

Tue, February 27, 2018

7:00 - 8:00a	Breakfast
8:00a - Noon	Classroom Sessions
Noon - 1:00p	Lunch
1:00 - 6:00p	Classroom Sessions
6:00 - 7:00p	Dinner
7:00p	Team Project

Wed, February 28, 2018

7:00 - 8:00a	Breakfast
8:00a - Noon	Classroom Sessions
Noon - 1:00p	Lunch
1:00 - 6:00p	Classroom Sessions
6:00 - 7:00p	Dinner
7:00p	Team Project

Thu, March 1, 2018

7:00 - 8:00a	Breakfast
8:00a - Noon	Classroom Sessions
Noon - 1:00p	Lunch
1:00 - 3:00p	Classroom Sessions
6:00 - 7:00p	Dinner
7:00p	Team Project

Fri March 2, 2018

7:00 - 8:00a	Breakfast
8:00a - 10 a	Classroom Sessions
10 A	Closing

Please note: Attendance at all sessions, including group project work, is mandatory.



LOCATION

Fort Worden State Park
200 Battery Way, Port Townsend, Washington
www.FortWorden.org

Fort Worden State Park is on the Olympic Peninsula in Port Townsend, Washington, which is approximately 50 miles northwest of Seattle. Seattle-Tacoma International Airport (Sea-Tac) is approximately 70 miles away. Driving directions and ferry information may be



found at www.FortWorden.org

Housing is provided at the state park. First year students are assigned rooms in a refurbished barracks. Second and third year students are

“I really appreciate the concept of this school and the personal commitment of all the regents and instructors... It’s a really good staff development and professional networking venue.”

“The last three years of this program have changed my career... but [the third year] program and expert speakers, Bret Wilson and Geoff Mallory, have changed my life.”

given rooms in stately Victorian houses once used as officer’s quarters.

REGISTRATION

Completed registration forms can be **emailed** to kenheany@aol.com, **faxed** to 253-564-3477, or **mailed** to Ken Heany, INPRA Executive Director, 3324 Olympic Blvd W, University Place, WA 98466, USA.



REQUIRED INFORMATION

Name: _____

Email: _____ Phone: _____

Agency: _____ Title: _____

Address: _____

Please indicate if you require any special accommodations: _____ 

Which year will you be attending: First Year Second Year Third Year

For housing purposes: Male Female

Shirt size: XS S M L XL 2X 3X 4X

DEMOGRAPHICS

Agency Role:

- Seasonal
- Front line
- Lead
- Management

Purchasing Role:

- No role
- Contribute ideas
- Recommendations
- Final decision

Operating Budget:

- Under \$500k
- \$500k to \$1M
- \$1M to \$2.5M
- Over \$2.5M

Population Served:

- Under 10k
- 10k to 25k
- 25k to 50k
- Over 50k

COST, DISCOUNTS & PAYMENT

COST: The school costs **\$1,435 US dollars**, which include all classroom instruction, course materials, five days and four nights of lodging, fourteen meals and a completion certificate or plaque.

DISCOUNTS: Register prior to October 31, 2017 and receive a *\$100 early bird discount*. Agencies sending multiple employees receive *\$100 discount for each employee after they register one person at the full rate*.

PAYMENT: INPRA accepts checks, purchase orders, Visa and MasterCard. Registration forms will not be processed until payment has been received. Full payment must be made prior to the start of school for a student to be enrolled. If paying by check, make payable to INPRA and they must be in US dollars.

CANCELLATION POLICY

Cancellations must be made in writing prior to School starting. Attendee substitutions are allowed. Registration fee refunds will be given minus an administration fee of \$200 if requested in 2017 or \$500 if requested in 2018

"I'm glad I signed up for this. It is so beneficial for me and my city / future employment"