

Council Chief of Staff Update **2/22/23**

Announcements

Debbie is out this week and will be back in the office on Monday. Thank you for your patience and for continuing to provide three weeks' notice on your neighborhood meetings. Please let me know if we can assist you with anything while she is out.

Karen is now a Prosci Certified Change Practitioner™.

Hiring Update

The legislative analyst position has been posted and closes on March 6th. Please send information about the position to your networks!

Here is some language you can use if you'd like:

Do you have a passion for researching and communicating about a wide variety of public policy topics? If so, you may be perfect for the role of [Legislative Analyst](#) in the City of Madison Common Council Office!

Please review and/or share this opportunity to join our small, high-performing, and dynamic team of dedicated local government professionals!

Deadline to apply: March 6, 2023, 11:59 p.m.

Common Council Legislative Analyst

Salary \$68,320.98 - \$81,073.98/year
Common Council Office
Closing Date 3/6/2023

Project Updates: Focus for the Month is Alder Onboarding

New Alder Orientation/Onboarding

We plan to have content finalized by the end of February after your feedback tonight, and final products ready for release by mid-March. In addition to guiding documents and videos, we are finalizing a number of events, including a mock Council meeting, an agency lightning roundtable, and the transition events of April 18th.

Council Website Improvements

We are working with IT web team to make some improvements to the Council webpage in advance of the new cohort of alders coming in.

Upcoming City Trainings of Interest

Live Virtual Courses

- [Language Access: Using LanguageLine Solutions](#) (3/8/23)
- [Conflict Management](#) (3/9/23)

Find a [detailed list of upcoming offerings](#) on the Organizational Development website.