

AVCP provides training to village government workers

AVCP-funded municipal personnel work with 24 Second Class Cities from within the AVCP Region.

By Theresa Peoples

An integral part of AVCP Employment & Training Services is continual managerial training to Municipal and IRA government personnel.

City Administrators and City Clerks funded by AVCP Employment & Training from twenty-four 2nd class cities from within the AVCP Region have been provided fundamental administrative skills to:

1. acquire job related skills;
2. effectively implement job responsibilities, and;
3. assist develop and attain a self-sustaining government.

The responsibility of a Local Government Training Program is to provide training to all municipal government personnel employed by AVCP and on need basis to IRA personnel. Introductory training on the basic requirements of a legally functioning municipality, applicable to Alaska Statutes; Title 29, pertaining to 2nd class cities is provided. Training is incorporated with Alaska State Law requirements, specifics in administering a governing body, procedures in expending funds and collection of revenues.

The annual training includes basic bookkeeping, offices skills, maintaining and organizing an office, community planning and grant writing, budgeting, specifics in procurement of State Reve-

nue Sharing, Federal Revenue and Local.

On year round basis the Local Government Training Program provides for on-site Technical Assistance to municipalities. The on-site visits assist in the implementation of theories taught in a classroom setting. The on-site visits are utilized to evaluate the day to day operations of the office; to assist identify strengths and areas of work improvement of a governing body; to improve working relationships between City Administrators, staff and/or Council. The on-site Technical Assistance visits are also utilized to identify problems uniformly experienced by municipal governments which may be corrected through legislation. Extensive on-site visits are made during the months of May to August.

During those months municipalities are assisted in the preparation of their Municipal Budgets for the coming fiscal year. The Trainers audit and review each accounting system and will assist in identifying past expenditures and revenues. The visits enable each governing body to provide a financial report to the Council and Community, a budget, obtain public input and to receive State and Federal Revenue on a timely fashion.

The Local Government Training Program also provides for an annual "Government Outreach" to Juneau for the City Administrators. The visit is to expose and enlighten municipal personnel to the law making process. The outreach give each the opportunity to meet with their law makers.