

So, You want to be a Building Official ?



2 DAY

MEMBERS:\$200

NONMEMBER:\$250

A COMPREHENSIVE 2 DAY SEMINAR- NOV. 6TH & 7TH, 2024
DAKOTA LODGE WEST ST. PAUL -REGISTRATION 7:00AM-
CLASS START 7:30 AM-3:30PM
INSTRUCTORS: GIL ROSSMILLER & TRAVIS DUNN

THIS SEMINAR IS DESIGNED FOR NEW AND SEASONED BUILDING OFFICIALS, CONSTRUCTION INSPECTORS, AND OTHER PUBLIC SERVICE EMPLOYEES, FOCUSING ON BOTH ESSENTIAL SOFT SKILLS AND TECHNICAL KNOWLEDGE REQUIRED FOR EFFECTIVE MANAGEMENT AND ADMINISTRATION IN THE BUILDING INDUSTRY.

KEY TOPICS INCLUDE:

- **PRINCIPLES OF CODE ADMINISTRATION**
- **GENERAL APPROACHES TO INSPECTION**
- **STAFFING AND BUDGETING**
- **SOFT SKILLS**
- **EFFECTIVE COMMUNICATION**
- **NETWORKING, ENGAGEMENT, AND COMPLIANCE**
- **RECORDS MANAGEMENT AND TECHNOLOGY**
- **RISK MANAGEMENT AND SAFETY**
- **ETHICS AND PUBLIC RELATIONS**
- **PROFESSIONAL DEVELOPMENT AND BEST PRACTICES**

ADDITIONAL FOCUS AREAS:

- **GETTING ALONG: FOSTER POSITIVE RELATIONSHIPS AND A COLLABORATIVE WORK ENVIRONMENT.**
- **CUSTOMER SERVICE: IMPROVE SKILLS IN ADDRESSING PUBLIC INQUIRIES AND MANAGING EXPECTATIONS. ETHICS: UPHOLD INTEGRITY AND FAIRNESS IN ALL ASPECTS OF YOUR ROLE.**
- **EFFECTIVE COMMUNICATION**

QUESTIONS: CALL TRAVIS DUNN @ 507-272-1999