



How to Make Your Job Easier Using FGFOA Resources

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GOALS AND OBJECTIVES

- **Enhance Professional Networking:** Participants will learn how to leverage FGFOA's networking opportunities to connect with peers, share knowledge, and build relationships that can support their career growth.
- **Utilize Educational Resources:** Attendees will gain insights into the various educational tools and programs FGFOA offers, helping them stay informed about industry trends and best practices to enhance their professional skills.
- **Streamline Work Processes:** Participants will discover how to access and implement FGFOA's information and leadership resources to optimize their work efficiency and advance their careers within the field.

Agenda

- Introduction
- Networking
- Education
- Information
- Leadership



Networking

Here's what you need to know...

What is Networking?

Networking is a mutually beneficial interaction that involves exchanging ideas and information between individuals who are connected by a common career, industry, or interest.

Networking is a Necessity

- Networking is important for several key reasons, particularly for personal and professional growth:
 - Career Advancement
 - Visibility and Reputation
 - Knowledge Sharing
 - Mentorship Program
 - Opportunities for Collaboration



5 Ways to Network Professionally

1. Joining Professional Associations

- [FGFOA](#) (Florida Government Finance Officers Association)
 - [Local Chapters](#)
- [GFOA](#) (Government Finance Officers Association)
- [FICPA](#) (Florida Institute of Certified Public Accountants)
- [SHRM](#) (Society for Human Resource Management)



Florida Institute of Certified Public Accountants

2. Attending Conferences & Events

3. Participate in Online Communities

4. Mentorship Programs

- FGFOA's [Mentor/Mentee Program](#)

5. [Join a Committee](#)



Elevator Pitch: A Quick Guide

1. **Clear Introduction**: Start with who you are and your role or what your organization does.
2. **Value Proposition**: Highlight the main benefit or value you provide. Why should they care?
3. **Call to Action**: Wrap up with an invitation for further engagement, whether it's a meeting, a business card exchange, or a follow-up conversation.

Keep it brief (20-30 seconds), clear, and focused on sparking interest!



Elevator Pitch: A Quick Guide

Hi, I'm Becky Schnirman, Finance Director for the Parks and Recreation Department in Palm Beach County. With over 20 years of experience and a background in management information systems, I manage a diverse team of 30 employees. I focus on improving collaboration between finance and parks operations to ensure efficient use of resources across our parks. I'd love to discuss how these strategies could benefit your projects.

Let's Network

02:00



Education

Here's what you need to know...

Education & Training

- Annual Conference
- School of Government Finance
- CGFO Program
- Boot Camps
- Webinars
- Local Chapter Events



Conferences

- Annual Conference
 - Larger Conference (1,000+ attendees)
 - Five Tracks:
 1. Accounting, Auditing, and Financial Reporting
 2. Budgets, Economics, and Financial Planning
 3. Policy, Leadership, Strategic Planning, and Personnel
 4. Banking, Investment, Risk, Treasury Management, and Debt Management
 5. Technology
- School of Government Finance
 - Smaller conference (250+ attendees)
 - Two Tracks:
 1. Basic/Intermediate
 2. Intermediate/Advanced



Certified Government Finance Officer (CGFO)

- CGFO is a professional designation awarded to individuals in government finance roles who have demonstrated a high level of competence and knowledge in public finance, accounting, and related fields. This designation signifies the ability to apply this knowledge effectively in the business decision-making process. Candidates are tested in the following areas:
 - Accounting & Financial Reporting
 - Debt Administration
 - Financial Administration
 - Planning and Budgeting
 - Treasury Management

Tip: *Review Courses are open to all FGFOA members. You do not have to be in the CGFO program to register and attend.*

FGFOA Boot Camp Series

- What is Boot Camp?
 - An intense, two-day workshop for beginners that will introduce the basics of accounting and financial reporting for state and local governments.
- Who should attend?
 - New accounting/auditing staff
 - Accounting staff desiring to move into other accounting positions
 - Managers and supervisors with limited technical accounting expertise
 - Anyone in need of brushing up on governmental accounting basics
- After attending the “Beginner Boot Camp” participants will:
 - Have a working knowledge of fund types and categories
 - Recognize the types of transactions to be recorded in various fund categories
 - Understand the relationship between accounting financial reporting and budgetary accountability
 - Know how to record routine transactions for governmental and business type activities
 - Be familiar with the financial reporting model for state and local governments

Webinar Series

- FGFOA's Educational Programs Committee plans and arranges one-two [webinars](#) a month typically on the third Thursday of the month.
 - **August 15, 2024:** *Accessibility in Training and Development at Work*
 - **July 18, 2024:** *That's How We (Tax) Roll: Inside the Property Appraiser's Office*
 - **June 20, 2024:** *Risk Management In Local Government Investments*
 - **May 30, 2024:** *Live Local Act*
 - **April 18, 2024:** *Understanding the Role of Special Districts*
 - **March 21, 2024:** *Psychological Safety in the Workplace*
 - **March 14, 2024:** *Revenue Audits*
 - **February 15, 2024:** *The Mentor's Toolkit*
 - **January 25, 2024:** *Generative AI and Automation for Your Finance Team*
 - **January 11, 2024:** *An Inside Look at the GASB*

Local Chapter Events

Title	City
FGFOA First Coast Florida Chapter Networking Event	Jacksonville
FGFOA North Central Local Chapter Quarterly Meeting	Newberry
FGFOA Gulf Coast Local Chapter Fall Conference	Largo
FGFOA Panhandle Local Chapter Quarterly Event	Cinco Bayou
FGFOA Big Bend Chapter Investment Seminar	Tallahassee
FGFOA Palm Beach Local Chapter Event	Wellington
FGFOA Treasure Coast Chapter 8-Hour Investment Seminar	Port St. Lucie
FGFOA South Florida Local Chapter Event	Coconut Creek
FGFOA Panhandle Local Chapter Quarterly Event	Cinco Bayou



Information

FGFOA

Florida Government Finance Officers Association (FGFOA): Dedicated resource for government finance professionals in Florida.

- **Basic Government Resources Manual (GRM):** Reference document on key government finance matters.
- **Listserv:** Email based service where members can ask questions to other subscribers.
- **Legislative Summary:** Curated summary of annual legislative session bills that passed and failed.
- **E-Bulletins:** Email communications on matters of interest
- **GASB & Other Technical Updates**



Florida League of Cities

Florida League of Cities (FLC): To serve the needs of Florida's cities and promote local self-government.

- **Resources & Research**

- Grants
- Natural Disasters
- Cybersecurity
- Ethics

- **Advocacy**

- Legislative Session Recap
- Monday Morning Call
- Bill Summaries

- **Other Services**

- Retirement (FMPTF)
- Investments (FMIVT)



Auditors

Florida Auditor General

- Rules
- Technical Guidance
- Reports



Office of Inspector General (OIG)

- Auditor Reports
- Tips, Trends & Training



Don't forget your external auditors!

Others

[The Office of Economic and Demographic Research \(EDR\):](#)

- State's revenue, long-range financial outlook, demographics, etc.
- Local Government Annual Reports
- Local Government Reporting Requirements
 - [Reporting Instructions](#)

[The Florida Statutes](#)

[Municipal Code](#)

[Palm Beach County Commission on Ethics](#)

- Published Advisory Opinions



Quiz!

Question + Answer = Chocolate



Leadership

Leadership

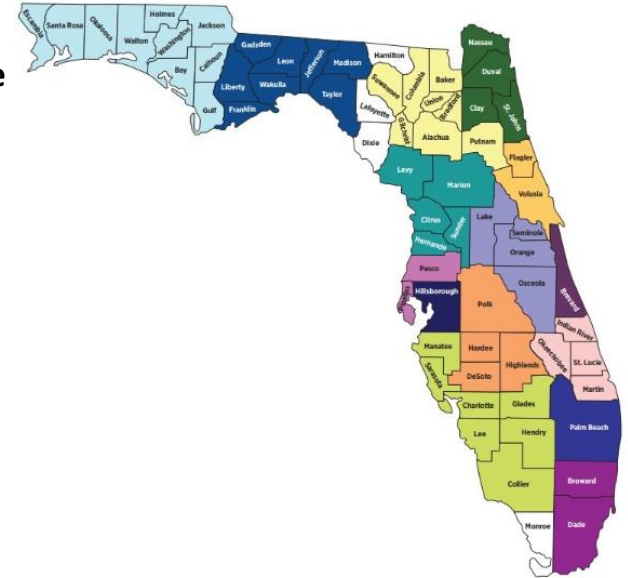
• Join a FGFOA Committee

- CGFO
- Conference Program
- Technical and Legislative Resources
- School of Government Finance
- Educational Programs
- Event Host
- Professional Development

• Join a Local Chapter Board

- President and V.P.
- Treasurer
- Secretary
- Committees

• Become a Mentor...or a Mentee!



Leadership

- **Obtaining a Certification:** Certified Government Finance Officer (CGFO)
- **Enrolling in a Leadership Program:** Leadership FGFOA
- **Developing Public Speaking Skills:** Presenting at an Educational Session
- **Get involved!!**



"If you want to be a leader, the good news is that you can do it. Everyone has the potential, but it isn't accomplished overnight. It requires perseverance." John C. Maxwell

THANK YOU

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Palm Beach County
Board of County
Commissioners

