

**Jackson County Leadership Team**  
**CHARTER**  
Finalized on 10/13/2010

**Purpose**

The purpose of the Jackson County Leadership Team is to create an organizational culture with consistent leadership, engaging all employees to foster an environment of continuous improvement. We are a participative group that guides Jackson County in cross-organizational issues that have significant long term impact.

**Function**

The Leadership Team works to implement the County's Mission, Vision, and Values in support of strategic initiatives, including but not limited to:

- Leadership Philosophy
- Culture and Values
- Operating Systems
- Management/Supervisory Development
- Employee Motivation, Empowerment, and Development
- Performance Measurement
- Customer Focus Interaction
- Organization Process Improvement

**Implementation of Leadership Functions**

The Leadership Team will actively motivate employees to constructively challenge the current systems of county government.

It is the Team's responsibility to instill loyalty to the county and to create the desire to work with a sense of pride which will create the sense of belonging.

The Team must lead by example by displaying a competitive spirit toward change and recognize positive attitude in employees. Then, delegate responsibility within the departments to fulfill the intentions of creating a High Performance Organization.

The Team will lead changes by:

- Provide coaching, mentorship, and support
- Focus on education and communication
- Disseminate information through channels such as the Open Line, the Intranet, blogs and forums
- Constructively challenge the current systems, structure, processes and procedures
- Collect information
- Assess needs
- Obtain feedback (i.e., customer surveys)

- Ask questions for clarification and understanding
- Actively seek out the involvement of employees

### **Composition**

*Team members are individuals identified as important to the successful leadership of Jackson County.*

*Process for adding a team member:*

- *By invitation*
- *Consensus vote by the team*
- *Supervisory approval (if applicable)*
- *New team member agrees to sign the Leadership Team Commitment*

*Process for removing a team member:*

- *A team member asks the group to discuss concerns about a member's involvement*
- *Group discussion*
- *Group consensus to remove member*

### **Method of Operation**

Group members are polled and must express support or non-support (no maybes), plus their rationale. After the polling and any subsequent discussion, the group either has or does not have consensus. Non-consensus consists of having two or more non-supporters.

### **Team Conduct**

#### **Expected Conduct**

- Equality – Everyone is the same/there is no hierarchy/we are all equal.
- Constructive Focus – Stay on track, in order to complete the mission we all must keep to the business at hand.
- Retribution/Resentment Free – No matter what is said – there shall be no personal criticism in the meeting or afterward.
- Shared Vision/Values – We will all work towards the same purpose, solving the issues of the County.

#### **Participation**

- Regular Attendance – We strive to make all meetings.
- Active Participation – Be part of the meeting; prepare, talk, listen, and involve ourselves. Be mentally present; pay attention when someone else expresses an opinion.

#### **Relationship**

