Irene Dahnke has been married for 30 years to her wonderful husband and they have one child, a son who is 27 years old and has recently gotten engaged!

She has been employed with the Okaloosa County School District (OCSD) for 33 years. Irene started her career in the Psychological Services Department working for 6 great School Psychologist. She says “I learned a lot and enjoyed my job immensely, typing up reports for the Psychologist that worked with special needs children as well as the gifted, and setting up their schedules, etc.”. She worked there for approximately 9 ½ years.

She knew her son would eventually be attending Destin Elementary School so she transferred to where? …. to Destin Elementary School to become their School Bookkeeper, so as to be closer to home and to keep an eye on her little pride and joy! She says “I loved my job there working in the front office, and the Children and Teachers and all of the Co-workers were fabulous. We were like one Big Happy Family!”

Ten years later, she transferred to the OCSD Purchasing Department. She took a pay cut but was ready for something different. Irene started as a 12-Month District Level Secretary, and worked her way up to a Buyer Position. Throughout her entire career with the School District, she states “I was always purchasing goods, supplies, etc. for the Department’s that I worked in, so to really learn and navigate the many ways that I have now learned to save money has been awesome!” Irene received her CPPB certificate in 2013 and renewal of the FCCM certificate in 2015. Her responsibilities include handling quotes and bids, assisting other District employees and departments with purchases, processing Service Agreements, helping with Fuel Inventory and tax refund application, processing payroll and she has been an active Membership Committee Chairman for our chapter. She says “I’m constantly learning, learning the best ways possible to save tax payers dollars. I love my job including the people that I work with!”

When Irene is not working, she enjoys going to garage sales, eating good foods and spending time with family and friends.

7 Factors of Leadership

What does it take to be a leader? Are some personalities natural-born leaders while others different personalities are exempt? Can someone in a support position be considered for a leadership position?

These are some of the questions that Organizations encounter when filling positions within their respective firms. They are important questions, because placing a person in the wrong role can have costly consequences – both financially and in the performance of the team as a whole.

Leadership is not limited to one certain personality. We tend to associate it with “Type A” personalities (probably because they are the most vociferous), but there are plenty of other personalities serving well in positions of leadership. Personality will get attention, but it is not the only qualifier for leadership.

These seven (7) guidelines will serve you well if you are wondering if you have what it takes or are evaluating an employee for promotion into a leadership role.

1. Character
Character in any position is important, but character in a leadership position is critical. Character dictates that right decisions will be made, commitments will be kept, communications will be honest, and the work will get done. Lack of character (or bad character) can literally destroy an organization. It is that important.

2. Relationships
A leader’s most important job is to build a team. To do so, a leader must know how to build solid relationships. A leader must know the strengths – and weaknesses – of each team member and place them well. A leader must have good communication with the team. And ultimately, he or she must have the trust of the people. A wise man once said, “You do not use your people to build your work; you use your work to build your people.” Not coincidentally, this man had some of the most loyal employees you would find anywhere.
3. Knowledge
Contrary to what you might think, a leader does not need to know everything. But he or she does need to know who does. A good leader has the ability to assemble a team that works together to create an expert knowledge panel. On the hand, a leader does need to have a respectable level of expertise in the industry in which he or she serves – and a strong determination to continually learn more.

4. Intuition
A good driver is one who can “see around the curve”. Some truck drivers are like this – they have a sixth sense for knowing that something ahead is just not quite right. That is a highly valued quality. It is also a highly valued quality when a leader can develop this sense of knowing intuitively when something is or is not right. And it is also important to trust those instincts and act accordingly to avert disaster.

5. Experience
Companies these days have a tendency to fire the experienced and hire the cheaper labor of the inexperienced. In doing so, it is my opinion that they are doing themselves a great disservice. Education is, indeed, important. But education extends well beyond four years of college or ten years of college and medical school. Someone who has education PLUS experience is gold for a company. In this sense, if someone in a support position has leadership qualities and years of experience, they would, with proper training and equipping, be a great candidate for a leadership position.

6. Past Success
A good way to evaluate a candidate for a leadership position is to review that person’s previous successes. Do they have a pattern of leadership in whatever position they have served? Have they led projects successfully? Have they turned a losing program into a profitable one? Have they hit sales targets consistently? Do they have good rapport with their co-workers? These are all signs of good leadership candidates.

7. Ability
Nothing garners disrespect amongst followers more than a leader who cannot lead. As a leader, you must have the ability to build a team, set objectives, make critical decisions, and ensure the strategy is executed. You do not have to do all the work (that’s what the team is for), but you do have to lead.

~ Mike Harbour

NJPA has changed their name.
Starting June 2018, NJPA will be transitioning to Sourcewell. For you, the name is the only change. We remain a self-supporting government organization that partners with education, government, and nonprofits to boost student and community success. Our mission, vision, values, and nationwide cooperative purchasing programs remain the same.

https://sourcewell-mn.gov/

“Great leaders are not defined by the absence of weakness, but rather by the presence of clear strengths.”
~ John Zenger

Recycling
Recycling is the process of collecting and processing materials that would otherwise be thrown away as trash and turning them into new products. Benefits of recycling are:

- Reduce the amount of waste sent to landfills & incinerators
- Conserves natural resources such as timber, water and minerals
- Increases economic security by tapping a domestic source of materials
- Prevents pollution by reducing the need to collect new raw materials
- Saves energy
- Supports American manufacturing and conserves valuable resources
- Helps create jobs in the recycling and manufacturing industries in the United States
- General revenue

CGCCNIGP offers a variety of opportunities to further the goals of the organization, and to contribute to the professionalism of our members. Volunteer positions in education, finance, membership management and retention, public relations, fund-raising and legislative relations are available.

Contact Tonia Lawson for information on how you can help.
Looking to become certified or strengthen your professional skills?

Take advantage of NIGP’s webinar offerings.

General Webinar Information:
- 90 Minutes (60-70 minutes of content followed by a Q&A session)
- 1 contact hour
- Pricing: Complimentary to Members, Non-Members - $190 (includes a one-year complementary NIGP membership for eligible individuals)

**NOTE:**
- Downloads of webinar recordings are FREE for members, Non-Members may purchase them from the NIGP Store.
- In order to receive one contact hour of credit, members must register for the webinar in advance and then watch the live webinar. We do not give credit for watching the recording.

NIGP members enjoy exclusive access to public sector-specific procurement resources that provide immediate benefit and improve day-to-day operating capacity. We offer you the opportunity to improve skills, formulate new directions and strengthen your career options.

**The Procurement Process:**

1. Define Business Need
2. Develop Procurement Strategy
3. Supplier Evaluation & Selection
4. Negotiation and Award of Contract
5. Induction & Integration