



CHIEF PROBATION OFFICERS OF CALIFORNIA

MANAGERS LEADERSHIP ACADEMY SAN DIEGO – 2022

Application Due June 24, 2022

CPOC is pleased to announce the delivery of Managers Leadership Academy, which will be held Week 1: August 8-12, 2022 and Week 2: September 12-16, 2022 in San Diego, California. **CPOC's MLA program meets BSCC's Manager Core requirement (MACC equivalency).**

The 80-hour intensive training course is designed to prepare current probation managers for executive positions. The course blends practical skill building, individualized leadership development, and a focus on ethical, data-driven decision making to cultivate California's future probation leadership. The course is comprised of two weeks of classroom training, an intersession practicum assignment, peer study groups, and a 360-leadership assessment.

This demanding course is designed for future probation executives - participants must be highly motivated and focused in order to be successful. Given that the course is intended for future executives, work products are expected to be comprehensive, high quality and reflect the complexity of county-level probation management. Once accepted to the course, participants are expected to participate in order to advance their own learning and complete all course requirements.

Core Topics to be covered:

- ❖ What is a Leader?
- ❖ Leadership in CA Probation
- ❖ Operational Management
- ❖ Project Management
- ❖ Leading and Managing Organizational Change
- ❖ Workforce Planning & Human Resources
- ❖ Executive Dialogue: Internal Relations & External Relations
- ❖ Ethics
- ❖ Individual Leadership Styles & Leadership Planning
- ❖ Evidence-Based Practices & Data-Driven Decision Making
- ❖ Strategic Planning
- ❖ Budget & Fiscal Management
- ❖ Employee Wellness
- ❖ Communications & Media



- Prior to the first session, participants are expected to:
 - Attend a 2-hour LPI enrollment Webinar scheduled for **Thursday, June 30th, 2022 from 9am to 11am**, and to complete the Leadership Practices Inventory (LPI) 360 assessment, developed by Jim Kouzes and Barry Posner.
 - Complete 3 to 4 hours of self-paced learning on CPOC's on-demand platform (instruction will be provided with enrollment confirmation)
- Participants will be assigned to study groups during Session One in order to complete a team assignment. Teams are expected to meet for an hour each day, Monday-Thursday, during the classroom session either over lunch or in the evenings.
- During the intersession break between Week One and Week Two, participants are expected to:
 - Complete a practicum exercise
 - Participate in a 30-minute one-on-one coaching session with an LPI Consultant to go over results of their 360-Leadership assessment via phone or Zoom Meeting.

Academy Dates:

<u>LPI Webinar:</u> June 30, 2022: 9:00am – 11:00am	<u>Week 1/Session 1:</u> August 8-12, 2022 Monday to Thursday: 8:00am to 5:30pm Friday – 8:00am to 12:00pm	<u>Week 2/Session 2:</u> September 12-16, 2022 Monday 1:00pm to 5:00pm Tuesday to Thursday: 8:00am to 5:30pm Friday - 8:00am to 1:00pm
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Training Site Address:

San Diego County Probation Department
 10111 Carroll Canyon Road
 San Diego, CA 92131

DEADLINE FOR SUBMITTAL: Friday, June 24, 2022

STC TUITION FEE: \$1500.00

- ***A NON-REFUNDABLE FEE OF \$200 WILL BE CHARGED ONCE PARTICIPANT INITIATES THE 360 LEADERSHIP ASSESSMENT TOKEN***

Lunch will be provided for all the days EXCEPT:

- Friday, August 12th (Week 1 training will conclude at Noon on Friday)
- Monday, September 12th (Week 2 training will start at 1:00pm on Monday)

Final Payment Due: August 5, 2022

Payment: You may pay by Check OR a Credit Card:

Check: Make Checks Payable to **CPOC FOUNDATION** and mail to:

CPOCF, Attn: Ronesh Mistry, 1415 L Street, Suite 780, Sacramento, CA 95814

Credit Card: Contact Whitnee Morse at Whitnee@cpoc.org to request an invoice in order to pay by credit card.

REFUND BY APPROVAL ONLY

Hotel Room Block:

SpringHill Suites San Diego Rancho Bernardo/Scripps Poway
12032 Scripps Highlands Drive
San Diego, CA 92131
Phone (858) 635-5723

Room Block Rate for both weeks - \$161 per night plus tax
Event Name: Probation Offices of CA

Week 1 Room Block Information:

Reservation Link: [Book your group rate for Probation Offices of CA](#)
Start Date: Sunday, August 7, 2022
End Date: Friday, August 12, 2022
Last Day to Book: Thursday, July 7, 2022

Week 2 Room Block Information:

Reservation Link: [Book your group rate for Probation Offices of CA](#)
Start Date: Sunday, September 11, 2022
End Date: Friday, September 16, 2022
Last Day to Book: Thursday, August 11, 2022

MANAGERS LEADERSHIP ACADEMY 2022 SAN DIEGO – APPLICATION

Application Due Friday, June 24, 2022

DIRECTIONS: Please complete all information on this form. Be sure to sign and date your Commitment Statement at the end of this page. Your Chief Probation Officer or Immediate Supervisor must complete and sign the Supervisor Endorsement Statement on the next page.

Name: _____

Title: _____

Current Assignment: _____

Department: _____

Work Address: _____

Phone Number: _____

E-Mail Address: _____

Length of time employed in community
corrections: _____

Length of time employed by probation: _____

Length of time in current Manager
position: _____

Have you taken the Managers/Administrator Core Course?

(Please check) ____ YES ____ NO

If YES, when: _____

APPLICANT COMMITMENT:

If selected to participate in the Managers Leadership Academy, I agree to attend all classes and complete all Academy assignments and requirements.

Signature

Date

CHIEF PROBATION OFFICER or IMMEDIATE SUPERVISOR ENDORSEMENT

Tuition: \$1,500.00 per person

CPO or Immediate Supervisor: _____

Title: _____

Address: _____

Phone: _____

E-Mail: _____

This applicant, _____ has my full support and endorsement for
(Applicant's Name)

participation in the Managers Leadership Academy. I understand that participants will be assigned to study groups during Session One in order to complete a team assignment. Teams are expected to meet for an hour each day, Monday-Thursday, during the classroom session either over lunch or in the evenings. During the intersession between classroom trainings, participants are expected to complete a practicum exercise. Participants are expected to attend a 2-hour Webinar on LPI Assessment in order to complete their 360-leadership assessment prior to session 1. Attendees must participate in a 30-minute one-on-one coaching session with the LPI consultant between session One and session Two.

CPO or Immediate Supervisor's Signature

Date

Academy Dates:

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NOTE: Please Email application to Ronesh Mistry by

Friday, June 24, 2022

Ronesh@cpoc.org

Phone: 916-447-2762