



# CHIEF PROBATION OFFICERS

OF CALIFORNIA

## MANAGERS LEADERSHIP ACADEMY SAN DIEGO – 2021

**Application Due August 13, 2021**

CPOC is pleased to announce the delivery of Managers Leadership Academy, which will be held Week 1: October 4-8, 2021 and Week 2: November 1-5, 2021 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. **Applications are due August 13, 2021.**

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
- ❖ Collaboration & Interagency Planning
- ❖ Communications & Media



- 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 and prepare a 10–15-minute presentation in preparation for session Two.
- Prior to the first session, participants are expected attend a 1-hour pre-LPI enrollment Webinar scheduled for **Tuesday, August 24<sup>th</sup>, 2021 from 3pm to 4pm**, and to complete the Leadership Practices Inventory (LPI) 360 assessment, developed by Jim Kouzes and Barry Posner. Participants are also expected to 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 between session One and session Two.

**DEADLINE FOR SUBMITTAL:** **Friday, August 13, 2021**

STC TUITION FEE: \$1400.00

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

**Lunch** will be provided for all 10-days of the academy.

**Final Payment Due:** August 27, 2021

**Schedule:**

Week 1: October 4-8, 2021 | Monday to Thursday 8am to 5:30pm; Friday 8am to 12pm

Week 2: November 1-5, 2021 | Monday to Thursday 8am to 5:30pm; Friday 8am to 1pm

**Training Site Address:**

San Diego County Probation Department

10111 Carroll Canyon Road

San Diego, CA 92131

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

Check: Make Checks Payable to **CPOCF 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](mailto:Whitnee@cpoc.org) to request an invoice in order to pay by credit card.

**\*\*\*REFUND BY APPROVAL ONLY\*\*\***



# CHIEF PROBATION OFFICERS OF CALIFORNIA

## MANAGERS LEADERSHIP ACADEMY 2021 SAN DIEGO – APPLICATION

**Application Due Friday, August 13, 2021**

**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: \$1,400.00 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 also expected to attend a 1-hour Webinar on Pre-LPI Assessment in order to complete their 360-leadership assessment prior to session 1. Attendees are also to 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:**

<u>LPI Webinar:</u> August 24, 2021: 3pm – 4pm	<u>Week 1/Session 1:</u> October 4-8, 2021: Monday to Thursday: 8:00am to 5:30pm  Friday – 8:00am to 12:00pm	<u>Week 2/Session 2:</u> November 1-5, 2021: Monday to Thursday 8:00am to 5:30pm  Friday – 8:00am to 1:00pm
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**NOTE: Please Email application to Ronesh Mistry by  
Friday, August 13, 2021**

[Ronesh@cpoc.org](mailto:Ronesh@cpoc.org)

Phone: 916-447-2762