

## SUPERVISORS LEADERSHIP ACADEMY CONTRA COSTA – 2021

Application Due: August 27, 2021

CPOC is pleased to announce the delivery of CPOC's Supervisors Leadership Academy Contra Costa, which will be held Week 1: October 18 – 22, 2021 and Week 2: November 15-19, 2021 in Martinez, California. The Supervisors Leadership Academy (SLA) is designed to prepare first line Probation Department supervisors for their new role as change leaders. Leadership can be defined as a process whereby an individual influences a group of individuals to achieve a common goal. Whether this is your definition or not, being an effective leader is key for any supervisor. This SLA program is designed to take you to the next level as a leader in your department.

### Academy Dates:

<u>Week 1 - October 18 – 22, 2021</u>	<u>Week 2 - November 15-19, 2021</u>
<i>Monday – 10am to 5pm</i>	<i>Monday – 10am to 5pm</i>
<i>Tuesday to Thursday – 8am to 5pm</i>	<i>Tuesday to Thursday – 8am to 5pm</i>
<i>Friday – 8am to 3pm</i>	<i>Friday – 8am to 3pm (with graduation being from 1:30pm to 3pm)</i>

### Core Topics to be covered:

- ❖ Leadership Roles
- ❖ Organizational Culture
- ❖ Learning Organization
- ❖ Evidence-Based Practices
- ❖ Leading and Managing Organizational Change
- ❖ Cycle of Conflict
- ❖ Workforce Diversity
- ❖ Performance Measures
- ❖ Data-Driven Decision Making
- ❖ Reward and Recognition
- ❖ Coaching and Mentoring

Participants will be assigned to study group during Week 1 in order to complete a team assignment. Participants will be expected to connect with their team members over the intersession break in order to complete a team assignment and prepare a presentation for Week 2.



**COST: \$1100 STC Tuition**

**FINAL PAYMENT DUE: [September 30, 2021](#)**

**Lunch** will not be provided.

This class is certified for 72 STC hours (36 hours for each week).

**Training Site Address:**

50 Douglas Drive  
Ste. 201 (2nd floor)  
Martinez, CA 94553

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

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

**CPOCF, Attn Amie Hodge, 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\*\*\*

**Nearby Hotels:**

Best Western John Muir Inn (0.5 miles)  
445 Muir Station Road, Martinez, CA 94553 | (925) 229-1010

Hilton Concord (5.6 miles)  
1970 Diamond Blvd, Concord, CA 94520 | (925) 827-2000

Crowne Plaza (5.9 miles)  
45 John Glenn Drive, Concord, CA 94520 | (925) 825-7700



# CHIEF PROBATION OFFICERS OF CALIFORNIA

## SUPERVISORS LEADERSHIP ACADEMY CONTRA COSTA – 2021

**DIRECTIONS:** Please complete all information on this form. Be sure to sign and date the Applicant Commitment Statement. Your Immediate Supervisor must complete and sign the Supervisor Endorsement Statement.

**Please note: Supervisors and their Supervisees will not both be permitted to attend the same academy.**

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 position:			

1. Do you supervise any staff in your current position? (Please check) YES  NO

If YES, how many staff do you currently supervise? \_\_\_\_\_

2. Previous management/leadership/lead worker positions (indicate title, assignment, and length of time in position, number of staff supervised): *(Attach an additional sheet, if needed)*

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3. Previous management, supervision and/or leadership training and development courses completed: *(Attach an additional sheet, if needed)*

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4. Have you taken the Supervisor Core training? (Please check) YES  NO

If YES, when: \_\_\_\_\_

5. Have you taken a Real Colors course? (Please check) YES  NO

# CHIEF PROBATION OFFICERS OF CALIFORNIA



**6. ESSAY:**

Please attach a brief essay in which you describe your expectations of the Supervisors Leadership Academy and how it can help you develop in your leadership role. The essay need to be no longer than a paragraph or two but should clearly state what you hope to gain from the experience, and the benefits you and your department would receive from your participation in the Leadership Academy, if you are selected.

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**APPLICANT COMMITMENT:**

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## IMMEDIATE SUPERVISOR ENDORSEMENT

STC Tuition: \$1100 per person

Application Due August 27, 2021

Supervisor's Name:	
Title:	
Address:	
Phone:	
E-Mail:	

This applicant, \_\_\_\_\_ has my full support and  
(Name)

endorsement for participation in the Supervisors Leadership Academy. I understand that there will be inter-session assignment that the trainee will need to complete.

This applicant is neither the supervisor nor the supervisee of any other staff person applying to attend this training.

\_\_\_\_\_  
Immediate Supervisor's Signature Date

**Academy Dates: SLA Contra Costa**

<p><u>Week 1 - October 18 – 22, 2021</u> Monday – 10am to 5pm Tuesday to Thursday – 8am to 5pm Friday – 8am to 3pm</p>	<p><u>Week 2 - November 15-19, 2021</u> Monday – 10am to 5pm Tuesday to Thursday – 8am to 5pm Friday – 8am to 3pm (with graduation being from 1:30pm to 3pm)</p>
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**Please Email application to Amie Hodge by**

**August 27, 2021**

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

Phone: 916-447-2762