

Advanced Leadership Certificate

Certificate Number 90-196-5

Description:

The Advanced Leadership Certificate is designed for people who wish to acquire and improve their skills in personal leadership, continuous improvement and organizational development in a comprehensive 18-credit certificate. These three-credit courses apply toward the 66 credits necessary to earn the Leadership Development Associate Degree. Courses are offered in alternative delivery formats.

Requirements for Certificate Entry:

- This certificate is designed to attract persons who are already engaged in, or are preparing for, supervisory or leadership roles in an organization.
- An employee not currently in a front-level management role will, however, enhance their career advancement by refining and demonstrating their leadership skills via the hand-on activities in the courses.

Certificate Completers Will be Able to:

- Apply leadership and creative problem solving in a team environment.
- Use a total quality, continuous improvement approach to organizational and individual development.
- Enhance personal development regarding time and stress management in an assertive manner.

Curriculum

CATALOG #	DESCRIPTION	CREDITS
10-196-190 <i>Offered in: Fall 2008 Spring 2009</i>	Leadership Development ...leadership effectiveness and organization requirements, individual and group motivation strategies, mission and goals, ethical behavior, leadership style and adaptation, impacts of power, employee development, coaching, managing change, and conflict resolution.	3
10-196-134 <i>Offered in: Summer 2008 Fall 2008 Spring 2009</i>	Legal Issues-Supervisors ...legal practices in both union and non-union environments, impact of US employment laws, global economy, appeal process, legal charges, hiring and firing process, harassment issues, and privacy issues.	3
10-196-192 <i>Offered in: Fall 2008 Spring 2009</i>	Managing-Quality ...developing a personal philosophy of quality, identifying all stakeholder relationships, meeting/exceeding customer expectations, managing a quality improvement project, measuring effectiveness, lean thinking, six sigma, and systems thinking.	3
10-196-168 <i>Offered in: Offered in: Fall 2008 Spring 2009</i>	Organizational Development ...develop more effective organizations through diagnosis, planning, interventions, and improvement via continuous learning about structure, processes, resources, culture, and change in a global environment.	3
10-196-164 <i>Offered in: Summer 2008 Fall 2008 Spring 2009</i>	Supervisors-Personal Skills ...time management, stress, and related challenges to a supervisor, personal planning, emotional intelligence, effective communication, and assertiveness.	3
10-196-189 <i>Offered in: Fall 2008 Spring 2009</i>	Team Building/Prob Solve ...benefits and challenges of group work, necessary roles in a team, stages of team development, different approaches to problem solving, consensus, data acquisition, analysis, developing alternative solutions, implementation and evaluation.	3
<i>Certificate Total</i>		18

For more information, please contact: The Business & Information Technology Division, (920) 498-5435 or (800) 422-NWTC, extension 5435, or contact Donna Meves, Flexible Learning Manager, (920) 498-6872 or (920) 498-5431, donna.meves@nwtc.edu