

NC Certified Public Manager® Program

Basic Guide for Agency Leaders

What is the purpose of the NC Certified Public Manager® Program?

The NC Certified Public Manager® (CPM) Program targets middle managers from state and local agencies. The 300-hour program is an in- depth, comprehensive, and nation- ally certified development program.

What are the benefits of program completion?

This program helps participants identify strengths and weaknesses, hone management skills, run daily operations, interact with coworkers at all levels, and strengthen strategic leadership skills.

Seven core competencies are prevalent throughout all curriculum learning activities and are the basis for an intensive assessment of participants.

What are the competencies?

The seven core competencies are:

- Personal and Organizational Integrity
- Managing Work
- Leading People
- Developing Self
- Systemic Integration
- Public Service Focus
- Change Leadership

These competencies also directly correlate to values in the performance management system.

What is the time commitment?

The total CPM Program requires 300 hours to complete. The core, including pre- and co-requisite courses, is an intensive 14-month curriculum. Participants will spend approximately 12 classroom days divided into four modules. Over 120 hours are required outside the classroom to complete online courses, pre/post class assignments, and a CPM project.

Participants are to be given paid work time to complete all program activities and course work.

Who should be nominated?

Nominees must be middle managers. These individuals function at the level between executive management and first line supervisors.

What's the cost of this program?

The current cost is \$1,400 per participant, payable upon enrollment. This cost will be covered by the participant's agency.

What is an agency's commitment for nominating someone?

Each nomination carries with it the commitment of the

organizational leaders of the applicant's agency to:

- Make participation part of the nominee's work plan.
- Encourage and support the application of CPM Program competencies on the job.
- Complete all feedback instruments, evaluations, and assessments for the nominee.
- Approve program funding.

How do I nominate someone?

Agency leaders should coordinate with their agency's Training Director and nominees to complete the application.

Applications are available through the Learning Management System beginning the week of January 22, 2018, and are due by close of business on March 30, 2018.

Need more information?

For questions, contact Annis Barbee, Program Director at the Learning and Development Center, by email at annis.barbee@nc.gov or phone at (919) 716-0856.



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