

Graduates of the Certified Public Manager Program may be eligible to receive up to 15 semester hours toward a baccalaureate degree or up to six semester hours toward a public administration, management, or human relations master's degree. Please confirm with the educational institution.

Program Location

This year courses will be held across the state in the following cities: Topeka, Kansas City, and Hays.

Program Cost

The cost for the 2012 Certified Public Manager Program is \$2,700. The cost will be paid by the participant's sponsoring organization. The organization will be billed for the entire fee in March of the course year.

Program Description

This comprehensive 11-month program, which begins in January, meets once a month for 2 days, Tuesday and Wednesday. You'll spend the time learning with like-minded colleagues and peers who share your goals of boosting career potential and expanding your knowledge of strong public management.

Required Courses:

- The Power of Leadership
- Public Service 101
- Creativity and Innovation
- Budget & Collaboration
- Legislative Process
- Ethics
- Strategic Planning
- Business Writing
- HR Law for Public Managers
- Mediation and Conflict Management
- Organizational Behavior and Change
- Communication That Gets Results
- Knowledge Management & Succession
- Diversity & Building Relationships
- Managing Information Technology
- Reframing Organizations
- Coaching & Performance
- Management Practices I (Emotional Intelligence)
- Management Practices II (Project Management)
- Management Practices III (Capstone Project)
- CPM Networking Conference

2012 Kansas Certified Public Manager Program

The University of Kansas Public Management Center presents the:

KANSAS

Certified Public Manager Program

Essential program training designed for staff at all levels of management



PROGRAM OFFERED IN
COOPERATION WITH THE
LEAGUE OF KANSAS
MUNICIPALITIES!

KANSAS CERTIFIED PUBLIC MANAGER PROGRAM APPLICATION

If you wish to apply for participation in the CPM Program, you should: 1) be selected by your employer; 2) have been a public employee for at least one year; and 3) be a supervisor or manager (supervisors and managers will receive preference in the selection process over nonsupervisory or nonmanagerial employees).

Application is requested for calendar year: _____ Location: _____

Name (Last, First, MI) _____

Employee ID (Required for State of Kansas employees) _____ Title/classification _____

Organization _____ Agency number _____

Business address _____ City, State, ZIP _____

Business phone _____ E-mail _____ Home phone _____

Please check the category below that most accurately describes your current position:

Senior manager Middle manager Supervisor Employee

Number of employees you currently supervise _____ Years of experience in government _____

Please check the category below that most accurately describes your highest level of education completed:

High school Associate's degree Bachelor's degree Graduate degree

Please attach the following with this application:

Letter of intent to participate fully and to complete all program requirements Letter of recommendation from your supervisor

Applicant's signature _____ Date _____

 **Special Accommodation**

If you will need special accommodation, please mark the box above and a member of the Public Management Center staff or the League staff will contact you. PM33010/JCN40047

Supervisor's name _____ Supervisor's signature _____

Supervisor's business address _____

City, State, ZIP _____

Supervisor's phone _____ Supervisor's e-mail _____

Designated authority's signature _____ Fiscal officer's signature _____

Submit completed application and attachments to: League of Kansas Municipalities
300 S.W. 8th Avenue, Suite 100
Topeka, KS 66603-3951

Phone: (785) 354-9565
Fax: (785) 354-4186

An invoice will be sent to your organization upon receipt and approval of your application. Please include complete billing information:

Organization _____ Billing representative _____

Address _____ City, State, ZIP _____

Refund & Cancellation Policy

There is no charge for cancellations received by December 15 of the year previous to the course year. Cancellations between December 15 and the first class will be charged an administrative fee of \$150.

Program Accessibility

We accommodate persons with disabilities. Please call 816-474-4240, ext. 406, or mark the space on the registration form, and a CPM Program representative will contact you to discuss your needs. To ensure accommodation, please indicate your special needs at least two weeks before the start of the program.

The University of Kansas is committed to providing programs and activities to all persons, regardless of race, religion, color, national origin, ancestry, sex, age, disability, and veteran status. In addition, KU prohibits discrimination on the basis of sexual orientation, marital status, and parental status.

For more information on the Kansas Certified Public Manager Program, contact Kimberly Winn at (785) 354-9565 or via e-mail to kwinn@lkm.org