



## **Independence Community College's Public Management Certificate Program**

**ICC will begin courses for a Public Management Certificate (Level 1) in July 2009. Each level requires 6 credit hours for certificate completion (each course is one credit hour). Classes meet one time per week for 4 weeks. To receive a certificate you must successfully complete a minimum of 6 out of 10 credits, although you are welcome to attend any or all courses. One course will be offered each month (excluding May and December) on Monday evenings, 6:30 - 9:30 pm at the Independence Science and Technology Center.**

**Please call Laura Schaid with questions, 620-332-5499.**

**Effective Communication - July 2009**

**Performance Measurement (Outcomes) - August 2009**

**Grant Writing: Introduction to Research and Proposal Writing - September 2009**

**Conflict Resolution in the Work Place - October 2009**

**The Law and Ethics in Public Administration - November 2009**

**Introduction to Board Membership - January 2010**

**Managing a Challenging Employee - February 2010**

**Budgeting and Financial Oversight - March 2010**

**Volunteer Management: Recruiting, Utilizing and Maintaining Volunteers - April 2010**

**Working Effectively with a Governing Board - June 2010**