MAPS Management Advancement for the Public Service



The Mid-Ohio Regional Plannign Commission is partnering with the Glenn College to provide professional training in leadership, personal development, diversity equity and inclusion, program management, and more.

Our short, intensive classes, offered online or on campus, are specifically designed for public service and local government employees at all career levels.

To register for a course, click on the title below and enter discount code **MORPC24** at checkout to receive the partner price of \$225 per course (20% savings).

Program Highlights

- Class size is capped so everyone has an opportunity to participate.
- One-day time commitment, where participants earn 6 hours of Continuing Professional Education (CPE) and Continuing Education Unit (CEU) credit.
- Two class modalities offered using face-to-face instruction: on Zoom or in person at the OSU Columbus campus.
- \$275 per course or \$225 with an organizational membership. Assistance may be available to cover program costs through The Ohio State University or other employer-sponsored professional development programs. Inquire for more details!

See the Complete Course Schedule

For more information contact: glenn-training@osu.edu or 614-292-3242



October Courses

Keys to Leading a Thriving Team

Instructor: Dr. Tayo Switzer

Wednesday, October 4, 2023 9:00 - 4:00 PM In Person at OSU

Learn what it takes to create a successful team in today's work settings. The course introduces five key attributes needed for a team to be successful and six key behaviors team members must display to work together effectively. <u>Learn more...</u>

Battling Emotional Exhaustion

Instructor: Dr. Jamilah Hackworth

Tuesday, October 10, 2023 9:00 - 1:00 PM Virtual on Zoom

Address the issue of burnout, its consequences, and tangible strategies that can be used to mitigate emotional exhaustion to promote vitality and professional fulfillment. You will have the opportunity to develop a personalized plan for achieving a state of vitality. <u>Learn more...</u>

Think Better: How to Think Critically and Make Better Decisions

Instructor: Roger Westermeyer

Thursday, October 12, 2023 9:00- 4:00 PM In Person at OSU

Begin your journey to becoming a well-cultivated critical thinker with the skills and traits to logically reason, think open-mindedly, raise vital questions, gather and evaluate relevant information, and recognize assumptions and biases. Learn more...

Advanced Excel

Instructor: Nego Jovanovich

Tuesday, October 17, 2023 9:00- 1:00 PM Virtual on Zoom

Gain experience with Excel operations relevant for intermediate-to-advanced skills, including PivotTable, advanced formulas for data cleaning and analysis, data validation, and data analysis using the Analysis ToolPak add-in. <u>Learn more...</u>

Transitioning into Supervision

Instructor: Sallie Voyles

Wednesday, October 18, 2023 9:00 - 4:00 PM In Person at OSU

Learn how to shift your focus from being an employee to entering the world of management as a supervisor. Key topics will include leadership basics, effective communication and listening, team building, time management, continuous improvement, problem resolution, etc. Learn more...

Learning to Lead During Change

Instructor: Frica Jonak

Tuesday, October 24, 2023 9:00 - 1:00 PM Virtual on Zoom

Learn strategies to manage your own professional transitions and reflect on your leadership style to better understand who you are as a leader, how you will show up, and what differences you will make through your professional journey. Learn more...

Presenting with Impact

Instructor: Patrick Donadio

Thursday, October 26, 2023 9:00 - 4:00 PM In Person at OSU

Develop your confidence for speaking and presenting, improve your relationship with listeners, and enhance the receptivity of your message. This engaging, hands-on workshop is for anyone who must speak or present to a group, run business meetings, and/or sell ideas to others. <u>Learn more.</u>

November Courses

Addressing Conflict in the Workplace

Instructor: Dr. Chris Angellata

Wednesday, November 1, 2023 9:00- 4:00 PM In Person at OSU

Learn techniques and skills to navigate conflict in the workplace, such as: organizational culture, organizational systems, conflict management, performance management, current challenges. This course is designed for participants who manage customer/client complaints, supervise staff and volunteers, or those individuals who wish to learn more conflict management strategies. Learn more...

Elevation through Effective Delegation

Instructor: Elisha Hill

Thursday, November 2, 2023 9:00 - 1:00 PM Virtual on Zoom

Leaders with the right mindset and skillset can leverage effective delegation as a tool to develop members of their team. Equip yourself with the skills to effectively delegate using the ECEC Model: Evaluate, Communicate, Elevate, and Celebrate. Learn more...

Developing Your Personal Approach to Leadership

Instructor: Dr. Michelle Thomas

Tuesday, November 7, 2023 9:00 - 4:00 PM In Person at OSU

During this interactive session, participants will examine their approach to leadership and determine modifications needed to advance their leadership journey by self-reflection, sharing feedback, and creating a plan of action. <u>Learn more...</u>

Becoming an Inclusive Supervisor

Instructor: Dr. Todd Suddeth

Tuesday, November 14, 2023 9:00 - 4:00 PM In Person at OSU

Develop the skills and knowledge to become an inclusive supervisor in your workplace. Learn strategies to create a work environment where people from all social identities perform at their best because they feel empowered, appreciated and supported. <u>Learn more...</u>

Authentic Leadership & Teambuilding

Instructor: Dr. Don Stenta

Wednesday, November 15, 2023 9:00 - 1:00 PM Virtual on Zoom

Learn how you, as a leader, can create effective teams that are developed from a place of authenticity. Participants will learn about the dynamics of change, dimensions of authentic leadership, and the personal capabilities that are necessary for shaping effective teams. Learn more...

<u>Change Questions: The Proven Process for Sustainable Organizational Change</u>

Instructor: Dr. Lynn Kelley

Thursday, November 16, 2023 9:00 - 1:00 PM Virtual on Zoom

Learn the framework for implementing change that has a proven record in operational performance and sustained organizational change. Whether you are a seasoned professional, early career professional, or someone who has been asked to lead a significant organizational change for the first time, this framework is easily used to implement change that sustains successfully. Learn more...

December Courses

Communicating with IMPACT

Instructor: Patrick Donadio

Tuesday, December 5, 2023 9:00 - 1:00 PM Virtual on Zoom

Learn a practical six-step system to lead more effectively, communicate more clearly, present more powerfully, create deeper relationships, and get better results at work. <u>Learn more...</u>

Effective Strategic Planning

Instructor: Sallie Voyles

Wednesday, December 13, 2023 9:00 - 4:00 PM In Person at OSU

Explore the purpose and process of effective strategic planning, how and when to involve external and internal partners, and what to avoid. Participants will create an organizational vision, mission and value statement. Learn more...

Emerging Roles for Artificial Intelligence (AI) in Public Service Organizations

Instructor: Dr. Megan LePere Schloop

Thursday, December 14, 2023 9:00 - 4:00 PM In Person at OSU

This interactive workshop will provide a foundation for understanding and assessing AI deployment in public and nonprofit organizations. Learn how to apply the framework moving forward to identify questions and concerns that can guide organizational decisions about the adoption and deployment of AI. <u>Learn more...</u>

January Courses

Transitioning into Supervision

Instructor: Sallie Voyles

Wednesday, January 17, 2024 9:00 - 4:00 PM In Person at OSU

Learn how to shift your focus from being an employee to entering the world of management as a supervisor. Key topics will include leadership basics, effective communication and listening, team building, time management, continuous improvement, problem resolution, etc. Learn more...

Project Management Fundamentals

Instructor: Jay Johnson

Tuesday, January 23, 2024 9:00 - 1:00 PM Virtual on Zoom

Identify the competencies of a successful project manager, learn techniques for ensuring that projects meet their goals, and determine strategies and areas for personal development. <u>Learn more...</u>

Time Management Strategies

Instructor: Patrick Donadio

Thursday, January 25, 2024 9:00 - 1:00 PM Virtual on Zoom

Learn how to manage your time and work smarter, not harder. Learn more...

Battling Emotional Exhaustion

Instructor: Dr. Jamilah Hackworth

Tuesday, January 30, 2024 9:00 - 1:00 PM Virtual on Zoom

Address the issue of burnout, its consequences, and tangible strategies that can be used to mitigate emotional exhaustion to promote vitality and professional fulfillment. You will have the opportunity to develop a personalized plan for achieving a state of vitality. <u>Learn more...</u>

February Courses

Difficult Conversations, Positive Outcomes

Instructor: Brian Cole Miller

Thursday, February 1, 2024 9:00 - 1:00 PM Virtual on Zoom

Gain techniques for more productive communication and problem solving, including a step-by-step approach for holding your toughest conversations with less stress and more success. <u>Learn more...</u>

Tableau Fundamentals: Unlocking the Power of Tableau

Instructors: Maureen Henry & Jimmy Anthony

Tuesday, February 6, 2024 9:00 - 1:00 PM Virtual on Zoom

In today's data-driven world, being able to effectively visualize and communicate data is a crucial skill for professionals in almost every field. Tableau is a leading data visualization tool that allows users to create dynamic, interactive dashboards and visualizations to help them better understand and communicate insights from their data. <u>Learn more...</u>

Accelerate Success: Mastering Onboarding and Role Transitions

Instructor: Erica Jonak

Thursday, February 8, 2024 9:00 - 1:00 PM Virtual on Zoom

Learn how to master the onboarding and transition experience with specific strategies tailored to support employee growth into leadership roles. Each participant will learn the variables impacting a successful transition and develop a comprehensive strategy to support transitions for themselves or their new team members. Learn more...

Strategic Inclusive Leadership

Instructor: Tracie Ransom

Tuesday, February 13, 2024 9:00 - 1:00 PM Virtual on Zoom

Explore leadership strategies that build more inclusive workplaces, stronger performing teams and a competitive advantage in your work. Learn more...

Organizational Effectiveness: How to Evaluate Policies, Programs, and Performance

Instructor: Dr. Leigh Anderson

Thursday, February 22, 2024 9:00 - 1:00 PM Virtual on 700m

Learn the basics of how to analyze organizational effectiveness by using program evaluations, performance audits, and policy analysis. Participants will gain strategies to design and administer these activities and how to sharpen the skills needed to evaluate programs and policies. <u>Learn more...</u>

The Art of Influencing Others: Working with Colleagues and Superiors

Instructor: Gar Trusley

Tuesday, February 27, 2024 9:00 - 4:00 PM In Person at OSU

Identify key factors for influencing others, evaluate your current team to identify areas for development, and learn how to apply negotiating skills when working with colleagues and superiors. <u>Learn more...</u>

March Courses

Business Writing for Better Communication

Instructor: Sallie Voyles

Tuesday, March 5, 2024 9:00 - 4:00 PM In Person at OSU

Enhance your written communication skills, enabling greater success professionally and personally. This course orients you to best practices for written communication, including business letters, briefs, email, social media postings, and more. Learn more...

Leveraging Inclusion Intelligence in the Workplace

Instructor: James White

Wednesday, March 6, 2024 9:00 - 4:00 PM In Person at OSU

Creating an inclusive workplace does not just happen. Learn how to cultivate it through intention. The New Inclusion Quotient (IQ) concept introduces the brain science behind inclusion and how to leverage it as an organizational tool to improve our personal and group performance, work relationships, morale, and job satisfaction. Learn more...

Effectively Deconstructing Conflict Using Alternative Dispute Resolution

Instructor: Brandon McClain

Thursday, March 7, 2024 9:00 - 1:00 PM Virtual on Zoom

Develop the foundational principles and sharpening existing skills pertaining to conflict resolution. Participants will review various methods of dispute resolution with an emphasis on conflict management and resolution. Learn more...

Communicating with IMPACT

Instructor: Patrick Donadio

Tuesday, March 12, 2024

9:00 - 4:00 PM In Person at OSU

Learn a practical six-step system to lead more effectively, communicate more clearly, present more powerfully, create deeper relationships, and get better results at work. Learn more...

Coaching as a Precision Teamwork and Leadership Tool

Instructor: Brandi Al-Issa

Wednesday, March 13, 2024 9:00 - 4:00 PM In Person at OSU

Elevate your leadership game and inspire transformative change in your workplace. This MAPS course integrates coaching principles with management strategies to maximize your influence and collaboration skills. Learn more...

Thriving as a Mid-Level Leader in Today's Workforce

Instructor: Dr. Todd Suddeth

Tuesday, March 19, 2024 9:00 - 4:00 PM In Person at OSU

Learn how to thrive as a mid-level leader in today's workforce by understanding best practices, participating in small group discussions and exercises, and facilitating your continued development as a leader in your organization. Learn more...

Crisis Communications Bootcamp: Are YOU Crisis Ready?

Instructor: Judith Zimomra

Wednesday, March 20, 2024 9:00 - 4:00 PM In Person at OSU

Effective Crisis Communication is critical in mitigating the impacts of any crisis. Learn how to prepare your organization's community strategy to respond to crisis if and when it occurs. Learn more...

Basic Excel Fundamentals

Instructor: Nego Jovanovich

Thursday, March 21, 2024 9:00 - 1:00 PM Virtual on 700m

Gain experience with Excel operations relevant for beginner-to-intermediate skills, including data entry and data management practices, through formatting, nested formulas, and table and chart construction and customization.

Learn more...

Building a Culture of Belonging in the Workplace

Instructor: Stephen Francis

Tuesday, March 26, 2024 9:00 - 4:00 PM In Person at OSU

Understand the core competencies of diversity, equity, inclusion, and cultural competence and develop the skills to help your organization succeed creating and inclusive environment. <u>Learn more...</u>

The Winning Principles of Servant Leadership

Instructor: Kenneth Wilson

Wednesday, March 27, 2024 9:00 - 4:00 PM In Person at OSU

Learn how to be an effective leader by making tough decisions, thinking as a servant leader first, and understanding the value of building a diverse and inclusive team. <u>Learn more...</u>

April Courses

Building a Succession Pipeline

Instructor: Dr. Tayo Switzer

Wednesday, April 3, 2024 9:00 - 4:00 PM In Person at OSU

This course approaches succession planning as an organizational responsibility, where everyone can and is expected to play a role in successful succession practices. Participants explore the importance of succession management and how everyone in the organization is already contributing to how it is done today. Learn more...

Strategic Personal Development: The Strategy of You

Instructor: Brandi Al-Issa

Tuesday, April 9, 2024 9:00 - 4:00 PM In Person at OSU

Strategic plans guide and position teams, departments, and organizations all over the globe. This course will guide you in creating a visionary and realistic personal strategic plan that positions you for success. Empower yourself to build awareness, articulate core values, and set meaningful goals using a transformative framework for personal and professional growth. Learn more...

Fundamentals of Grant Writing

Instructor: Dr. Tina Pierce

Wednesday, April 10, 2024 9:00 - 4:00 PM In Person at OSU

Learn how to write a grant proposal that is compelling, persuasive, tailored to the grant maker's priorities, and addresses the interests of multiple audiences. <u>Learn more...</u>

Managing to Outcomes: How to Drive Social Change with Data

Instructor: Sheri Chaney-Jones

Thursday, April 11, 2024 9:00 - 1:00 PM Virtual on Zoom

Learn how to establish a high-performance measurement culture with an emphasis on using data and outcomes to achieve organizational success. Learn more...

Performance Appraisals as Tools for Success

Instructor: Sallie Voyles

Tuesday, April 16, 2024 9:00 - 4:00 PM In Person at OSU

Learn how to better evaluate employee performance, communicate feedback, and develop an effective individual developmental plan for your team. Learn more...

Advanced Excel

Instructor: Nego Jovanovich

Wednesday, April 17, 2024 9:00 - 1:00 PM Virtual on Zoom

Gain experience with Excel operations relevant for intermediate-to-advanced skills, including PivotTable, advanced formulas for data cleaning and analysis, data validation, and data analysis using the Analysis ToolPak add-in. Learn more...

Implicit Bias: From Awareness to Action

Instructor: Dr. Jamilah Hackworth

Tuesday, April 23, 2024

9:00 - 1:00 PM Virtual on Zoom

Explore strategies to disrupt implicit biases in your workplace and implement practices to create a greater sense of belonging in your organization. <u>Learn more...</u>

Mastering Budgets for Effective Nonprofit Leadership & Change

Instructor: Mark Barbash

Wednesday, April 24, 2024 9:00 - 4:00 PM In Person at OSU

Learn how to leverage budgets as strategic tools for maximizing efficiency, fostering sustainability, and achieving mission-driven outcomes for nonprofit organizations. <u>Learn more...</u>

Managing in the Middle Using High-Impact Communication

Instructor: Elisha Hill

Thursday, April 25, 2024

9:00 - 1:00 PM Virtual on Zoom

Equip yourself with high impact communication skills to better align the expectations and goals of your organization's stakeholders, while also leveraging energy management techniques to maintain your wellbeing. <u>Learn more...</u>

Applying Emotional Intelligence Strategies to Negotiations

Instructor: Stephanie Hanna

Tuesday, April 30, 2024 9:00 - 4:00 PM In Person at OSU

Learn to master skills that build rapport, influence outcomes, and enhance your communication skills during complex negotiations and conflict resolution. <u>Learn more...</u>

May Courses

A Roadmap for Employee and Organizational Wellness

Instructor: Dr. Tayo Switzer

Wednesday, May 1, 2024 9:00 - 4:00 PM In Person at OSU

This course teaches strategies and actions that create and enhance a culture of wellness for organizations as well as the employees who work in them. Participant will receive a toolkit for introducing these strategies in their own workplace.

Learn more...

Time Management Strategies

Instructor: Patrick Donadio

Friday, May 3, 2024

9:00 - 4:00 PM In Person at OSU

Learn how to manage your time and work smarter, not harder. <u>Learn more...</u>

Effective HR Practices for Public and Nonprofit Professionals

Instructor: Dr. Megan LePere Schloop

Tuesday, May 7, 2024

9:00 - 4:00 PM In Person at OSU

Learn HR practices and strategies that are in the control of direct supervisors to better support employee needs and goals, provide constructive feedback, and identify what's needed to make people want to work with you and your organization. Learn more...

Building Your Brand on Social Media

Instructor: Dr. Amber Ferris

Wednesday, May 8, 2024 9:00 - 1:00 PM Virtual on Zoom

Learn tips to leverage your personal and professional brand effectively on social media platforms! Participants will explore the concept of personal branding, learn how to create a compelling LinkedIn profile that reflects their brand, and discover the potential of other social networks for professional communication. Learn more...

Inclusive and Anti-Bias Writing Practices in Public Service

Instructor: Dr. Sunny Munn

Thursday, May 9, 2024

9:00 - 1:00 PM Virtual on Zoom

In this course, participants will learn the foundations of inclusive and anti-bias language and how to apply this lens to their writing, editing, and document review practices. Learn more...

Coach Yourself to Success

Instructor: Brian Cole Miller

Thursday, May 16, 2024

9:00 - 1:00 PM Virtual on Zoom

Learn the techniques professional life coaches use to coach yourself into a better position to achieve professional success. Learn more...

<u>Professional Presence for Women: Navigating Career Challenges & Opportunities</u>

Instructor: Dr. Marcia Chambers

Thursday, May 30, 2024

9:00 - 4:00 PM In Person at OSU

Explore topics such as imposter syndrome, the Double-Bind Paradox, self-advocacy, effective and authentic leadership, and overcoming challenges in the workplace. <u>Learn more...</u>

June Courses

Did I Hear That? Strategies for Responding to Microaggressions and Bias

Instructor: Dr. Jamilah Hackworth

Thursday, June 4, 2024 9:00 - 1:00 PM Virtual on 700m

Have you ever witnessed or been on the receiving end of a biased/microaggressive comment that left you in a state of response paralysis? Do you want to gain the skills to better address/respond in future situations of this nature? Gain the knowledge and learn the skills necessary to respond to bias in the workplace. Learn more...

Running Effective Virtual Meetings

Instructor: Patrick Donadio

Wednesday, June 5, 2024 9:00 - 1:00 PM Virtual on Zoom

Virtual meetings are becoming more common. It's important to navigate the nuance technology brings and make adjustments with that in mind. Learn how to offer positive, productive, and professional value to your online meetings that will build confidence in the leaders who manage them and their teams. Learn more...

Fundamentals of Nonprofit Fundraising

Instructor: Leighton Wilson

Thursday, June 6, 2024 9:00 - 1:00 PM Virtual on Zoom

This course was designed with the nonprofit fundraiser in mind. Learn the best practices used by the most successful non-profit organizations to raise money and support the mission of their organization. <u>Learn more...</u>

Project and Event Management Made Simple

Instructor: Quanetta "Q" Batts

Tuesday, June 11, 2024 9:00 - 4:00 PM In Person at OSU

9.00 - 4.00 FW III FEISON at 030

Learn how to quickly organize a project or event in addition to your normal work responsibilities, including templates for every step of a simplified event management process. <u>Learn more...</u>

Communication Skills Bootcamp for Public Service Professionals

Instructor: Judy Zimomra

Wednesday, June 12, 2024 9:00 - 4:00 PM In Person at OSU

This course offers strategies to improve and elevate the ability to communicate concisely, clearly, completely and credibly is a critical skill in the public policy arena. <u>Learn more...</u>

Basic Excel Fundamentals

Instructor: Nego Jovanovich

Thursday, June 13, 2024

9:00 - 1:00 PM Virtual on Zoom

Gain experience with Excel operations relevant for beginner-to-intermediate skills, including data entry and data management practices, through formatting, nested formulas, and table and chart construction and customization. <u>Learn more...</u>

Navigating A Multi-Generational Workplace

Instructor: Jim White

Tuesday, June 18, 2024 9:00 - 4:00 PM In Person at OSU

Learn to recognize generational differences at work and develop strategies that improve generational workplace leadership, communication, and mentoring. Learn more...