COURSE SYLLABUS

Experienced Leader Certificate Program (Self-Paced)

Advance your leadership capabilities through targeted training in change management, organizational strategy, and team development. Designed for professionals with five or more years in formal leadership roles.

> Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://www.graduateschool.edu/courses/experienced-leader-certificate-program-self-paced



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Course Outline

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This certificate includes the following courses:

- Leading Strategic Change (6 hours)
- Managing Money, People, and Technology (6 hours)
- Cultivating an Engaging Workplace (12 hours)
- Achieving Organization-Wide Results (6 hours)
- The Impact of Relationships and Coalitions (6 hours)

Leading Strategic Change

This course focuses on designing, guiding, and evaluating organizational change initiatives. Participants learn to plan and manage transitions across mission-critical operations.

- Analyze the concepts of change from an organizational viewpoint.
- Create plans for organizational change.
- Apply strategies for leading and managing change.
- Use best practices in evaluating change.

Managing Money, People, and Technology

Learn to align financial decisions, workforce systems, and technology tools to support strategic objectives. Participants explore methods for managing budgets, building effective human capital systems, and deploying enabling technologies.

- Learn strategies for efficient financial management.

- Design and implement human capital management systems.
- Use technology to improve decision-making and service delivery.
- Evaluate and enhance existing systems for managing finances, HR, and technology.

Cultivating an Engaging Workplace

This course focuses on creating an environment that promotes engagement, collaboration, and high performance.

- Promote a positive workplace culture.
- Build trust and influence through effective communication.
- Analyze strategies for managing conflict.
- Develop plans for growing and supporting others.
- Build teams and maximize engagement.
- Create a learning organization that supports development.

Achieving Organization-Wide Results

This course helps leaders translate strategic goals into measurable outcomes, focusing on performance measurement, accountability, and innovation.

- Understand change from an organization-wide perspective.
- Help teams connect their work to the larger mission.
- Plan strategically at the organizational level.
- Align unit goals to the strategic plan.
- Conduct performance reviews and track progress.
- Analyze and adjust to ensure continuous improvement.

The Impact of Relationships and Coalitions

This course explores how relationships with external stakeholders can advance organizational goals through partnerships and coalitions.

- Analyze external stakeholders and their impact.
- Build and maintain interagency relationships and partnerships.
- Develop communication strategies for stakeholders and the public.
- Use coalition-building approaches to support collaboration and shared success.