

Classified Leadership Academy 2008

CONGRATULATIONS CLA Participants!

You will spend eight hours a month for eight months as a part of this exciting and practical program developed especially for our District's classified employees. Sessions will be taught by outside experts and by your colleagues. Classes will be held each 1st and 3rd Friday of each month from 1:00 p.m. to 5:00 p.m., beginning on **Friday, March 7, 2008 and ending Friday, December 5, 2008**. No sessions will be held in July and August (summer break). Locations vary, please pay special attention to which office/rooms classes will be used.

Schedule & Curriculum

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| March 7, 2008 March 14, 2008 | Session 1a: Session 1b: Location: | Introductions, Orientation, and Basic Leadership Self-Assessment Self-Assessment Feedback Ethan Way Center (1410 Ethan Way Room #115 • Sacramento 95825) |
| April 4, 2008 April 18, 2008 | Session 2: Session 3: Location | Understanding and Enhancing Workplace Diversity Professional Communication: The Core of Management & Leadership District Office – Training Room |
| May 2, 2008 May 16, 2008 | Session 4: Session 5: Location: | Teamwork and Conflict Resolution Customer Service: Positive Attitude, Problem-Solving, Taking Initiative District Office – Session 4: Board Room; Session 5: Main Conference Room |
| June 6, 2008 June 20, 2008 | Session 6: Session 7: Location: | Building the Tool-Box: Effective Facilitation Strategic Planning for Professional Advancement District Office – Session 6: Board Room; Session 7: Main Conference Room |

July and August

No CLA – Summer Break

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| September 5, 2008 September 19, 2008 | Session 8: Session 9: Location: | Servant Leadership Self-Management: Managing Time and Managing Stress District Office – Main Conference Room |
| October 3, 2008 October 17, 2008 | Session 10: Session 11: Location: | Staying Legal – Laws & Regulations Affecting CCC – Part 1 Staying Legal – Laws & Regulations Affecting CCC – Part 2 District Office – Main Conference Room |
| November 7, 2008 November 21, 2008 | Session 12: Session 13: Location: | Basics of Supervision Meet the Leaders District Office – Session 12: Main Conference Room; Session 13: Board Room |
| December 5, 2008 | Session 14: Location: | Pulling It All Together & Recognition Ceremony District Office – Board Room |



For More Information

For information regarding the Classified Leadership Academy or other Training and Professional Development offerings, contact: Mellonie Richardson at richarm@losrios.edu or Dolly Green at greend@losrios.edu

Los Rios Community College District

1919 Spanos Court
Sacramento, CA 95825
Phone: 916.568.3106
Fax: 916.568.3061