ASPIRING LEADERS



Free Leadership Course for CSEA-Represented NYS Employees

COURSE INFORMATION

CSEA Capital Region 4

Capital District DDSO Schenectady, NY 12304

October 22 - 24, 2024 9:00 a.m. - 4:30 p.m.

SLMS Class Code: P_OE_R4_5966

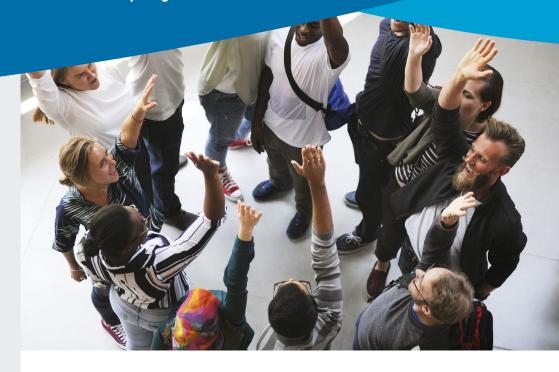
CSEA Central Region 5

Broome DDSO Binghamton, NY 13905

November 19 - 21, 2024 9:00 a.m. - 4:30 p.m.

SLMS Class Code: P_OE_R5_5971

Enroll through the Statewide Learning Management System (SLMS) with the SLMS Class Code or use the application on the back.



BECOME A LEADER

This three-day, instructor-led course will help you develop the leadership skills needed to advance your career in New York State government. You'll tackle key workplace challenges and professional growth areas that will help you:

- Lead with self-awareness and motivation to coach employees through transitions.
- Build strong relationships and teams using emotional intelligence.
- Drive team success by setting clear, achievable goals aligned with your agency's mission and the NYS code of ethics.







ASPIRING LEADERSAPPLICATION FORM

APPLICANT INFORMATION Please print or type. Name Signature New York State Government Employees, please provide your employee identification number (NYS EMPLID is 9 characters long, begins with "N," and can be found on your paystub, located to the left of "Pay Rate"). NYS Employee Identification Number or ID number: N Local Government, School Districts, State Authorities, or Private Sector CSEA-represented Employees, please provide your CSEA ID (the CSEA ID is 10 characters long and can be found on your CSEA membership ID card). **Negotiating Unit Current Job Title** Grade New York State Government Employees (select one): **02** = Administrative Services Unit (ASU) **03** = Operational Services Unit (OSU) Name of Agency or Organization **04** = Institutional Services Unit (ISU) **05** = Professional, Scientific & Technical (PS&T)* **Facility 06** = Management/Confidential (M/C)* 47 = Division of Military & Naval Affairs (DMNA) **Day Phone** Other Email Address (Must provide at least one) * As space permits. Home: Non-state CSEA-represented Employee - If Local Government, School District, State Authority, or Private Sector CSEA-represented employee, check here . Work: Reasonable Accommodation: All participants are welcome. If you have a disability and need an accommodation, check here . A Partnership staff member will contact you for further information. **COURSE INFORMATION SLMS Class Code Course Title** Date **CSEA Region 4 - Aspiring Leaders** Oct 22 -24, 2024 P_OE_R4_5966 Nov 19 -21, 2024 P_OE_R5_5971 **CSEA Region 5 - Aspiring Leaders** SUPERVISOR APPROVAL By signing this application I grant this employee release time, without charge to leave credits, to attend the course(s). Supervisor Name (Print or Type) Supervisor Signature Supervisor Email Supervisor Phone Number Date

NOTE: Course registration deadlines are approximately two weeks before the first day of the class.

Email to: <u>learning@nyscseapartnership.org</u>. Fax to: (518) 486-1989 or (518) 473-0056. Or mail to: NYS & CSEA Partnership Corporate Plaza East – Suite 502, 240 Washington Ave. Ext., Albany, NY 12203