

ASPIRING LEADERS

Free Leadership Course
for CSEA-Represented NYS Employees

COURSE INFORMATION

CSEA Capital Region 4

Capital District DDSO
Schenectady, NY 12304

June 10, 11 & 12, 2025
9:00 a.m. - 4:30 p.m.

SLMS Class Code:
P_OE_R4_6062

CSEA Central Region 5

Central New York DDSO
Rome, NY 13440

May 13, 14 & 15, 2025
9:00 a.m. - 4:30 p.m.

SLMS Class Code:
P_OE_R5_6080

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



BECOME A LEADER

This class will help you build leadership skills for a successful career in New York State government. You must complete a DiSC Self-Assessment before the class to identify your leadership style. Seats are limited to 30 for each class.

By the end of this class, you will be able to:

- Employ leadership strategies that focus on self-awareness and motivation to coach employees through transitions.
- Apply principles of emotional intelligence to build effective relationships and teams.
- Prepare a team for success by setting clear, achievable goals that are aligned to the agency's mission and NYS code of ethics.



(800) 253-4332
www.nyscseapartnership.org

Enroll Today!

Scan the QR code for more information
from our website.



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).

CSEA ID: _____

Negotiating Unit

New York State Government Employees (select one):

- 02 = Administrative Services Unit (ASU)
- 03 = Operational Services Unit (OSU)
- 04 = Institutional Services Unit (ISU)
- 05 = Professional, Scientific & Technical (PS&T)*
- 06 = Management/Confidential (M/C)*
- 47 = Division of Military & Naval Affairs (DMNA)

Other _____

* As space permits.

Non-state CSEA-represented Employee – If Local Government, School District, State Authority, or Private Sector CSEA-represented employee, check here .

Current Job Title

Grade

Name of Agency or Organization

Facility

Day Phone

Email Address (Must provide at least one)

Home:

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

Course Title	Date	SLMS Class Code
CSEA Region 4 - Aspiring Leaders	June 10 - 12, 2025	P_OE_R4_6062
CSEA Region 5 - Aspiring Leaders	May 13 - 15, 2025	P_OE_R5_6080

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

Email to: learning@nyscseapartnership.org. 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

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