

# 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.



(800) 253-4332  
[www.nyscseapartnership.org](http://www.nyscseapartnership.org)

**Enroll Today!**

Scan the QR code for more information  
from our website.



**APPLICANT INFORMATION**

Please print or type.

<b>Name</b>	<b>Signature</b>
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**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:** \_\_\_\_\_

<p><b>Negotiating Unit</b>  <b>New York State Government Employees (select one):</b></p> <p><b>02</b> = Administrative Services Unit (ASU)  <b>03</b> = Operational Services Unit (OSU)  <b>04</b> = Institutional Services Unit (ISU)  <b>05</b> = Professional, Scientific &amp; Technical (PS&amp;T)*  <b>06</b> = Management/Confidential (M/C)*  <b>47</b> = Division of Military &amp; Naval Affairs (DMNA)</p> <p>Other _____</p> <p>* As space permits.</p> <p><b>Non-state CSEA-represented Employee</b> – If Local Government, School District, State Authority, or Private Sector CSEA-represented employee, check here <input type="checkbox"/></p>	<b>Current Job Title</b>	<b>Grade</b>
	<b>Name of Agency or Organization</b>	
	<b>Facility</b>	
	<b>Day Phone</b>	
	<b>Email Address (Must provide at least one)</b>	

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	Oct 22 -24, 2024	P_OE_R4_5966
CSEA Region 5 - Aspiring Leaders	Nov 19 -21, 2024	P_OE_R5_5971

**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](mailto: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.