



## Management Development Seminar I: Leading from the Middle

Managers make the Federal government work today, and developing management competencies is an excellent investment in the future success of your agency. This seminar delivers an excellent learning experience for managers and supervisors who want to upgrade their skills today.

- Learn essential management competencies through a variety of experiences and activities.
- Build your peer network across agencies while working with other new managers and supervisors.
- Improve existing skills and develop new abilities, tools and techniques.



### A Powerful, Interactive Learning Experience!

This nine-day long program is designed to teach attendees to think more critically and develop communications skills. It's an ideal experience, whether you are a new middle manager or an experienced first-line supervisor.

During the course, you will study essential management competencies through individual assessments, readings, small group activities, real-world experiences and stimulating class discussions.

#### CORE DEVELOPMENT

##### COMPETENCIES

- Conflict Management
- Problem Solving
- Accountability
- Developing Others
- Leveraging Diversity

##### ACADEMIC CREDIT

3 upper level Baccalaureate credits may be available upon completion.

##### DATES & LOCATIONS

November 28–December 8, 2011

February 6–16, 2012

June 4–14, 2012

August 6–16, 2012

September 10–20, 2012

At the Eastern Management Development Center in Shepherdstown, WV

This training facility is 70 miles from Washington, DC in the Blue Ridge Mountains above the Potomac River.

September 26–October 6, 2011

March 19–29, 2012

April 23–May 3, 2012

July 9–19, 2012

September 24–October 4, 2012

At the Western Management Development Center in Aurora, CO

This facility offers a campus-style learning environment convenient to both Denver and the majestic Rocky Mountains.

For information on presenters and day-to-day schedules, please go to [www.leadership.opm.gov](http://www.leadership.opm.gov)

*“The course allowed me to understand the common problems and concerns of other Federal managers, and to develop shared solutions to them.”*

## Register Now for the Management Development Seminar I: Leading from the Middle

This seminar was created for managers who have been recently promoted to second-line supervision and experienced first-line supervisors who are seeking to update their management skills and knowledge.

Managers have a great deal of responsibility for government productivity and performance, especially managers of supervisors and those with oversight of groups and programs. As a key leader in your organization, your challenges are complex, and your leadership is integral to your agency's success. This program is a vital step in your development.

### Learn How to Lead from the Middle

- Learn and apply tools for improving skills in conflict resolution and problem solving.
- Increase your self-knowledge and leadership capacity through critical thinking, exploring strengths theory and examining change models.
- Solve a real management challenge through a small group action learning process.
- View your leadership role through Constitutional values and courageous relationships.
- Examine your own ways of thinking and how they influence behavior.
- Learn new ways to develop and deploy your staff.
- Build peer networks across Federal agencies.

*“I really enjoyed hearing from real-world consultants with valuable insights from both the public and private sector.”*

#### TUITION

\$5,035

Tuition includes materials, meals and lodging for the two-week course.

#### LEAD

This seminar meets the manager track requirements of the LEAD Certificate Program.

Leadership Education & Development Certificate Program—A complete leadership development curriculum for current and aspiring government leaders, providing official recognition of achievement at every level. For more info, go to [www.leadership.opm.gov/certificates/LEAD/index.aspx](http://www.leadership.opm.gov/certificates/LEAD/index.aspx)

#### RECOMMENDED PRIOR COURSES

Team Development Seminar I and II  
Supervisory Development Seminar I and II

Leadership Assessment Program—Level I

#### SUGGESTED FOLLOW-ON COURSES

Management Development Seminar II  
Coaching and Mentoring for Excellence  
Dynamics of Public Policy Seminar

**For information on presenters and day-to-day schedules, please go to [www.leadership.opm.gov](http://www.leadership.opm.gov)**

## Three Ways to Register

### 1. Register Online at [www.leadership.opm.gov](http://www.leadership.opm.gov)

Initiate course registration with your Government Purchase Card payment, the fastest way to reserve your space. Use your own agency-specific procurement forms. Once we have received your payment, you will receive confirmation within two business days.

### 2. Fax a Registration Form, found in a catalog or online. This form can be used for courses at the Federal Executive Institute or Management Development Centers.

### 3. Contact a Representative Customer Service Office:

Toll Free: 888-676-9632

Phone: 304-870-8008

Fax: 304-870-8078

TDD/TTY 304-870-8066

Email: [register@opm.gov](mailto:register@opm.gov)



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