



## Leadership Assessment Program— Level II for Supervisors and Managers

Successful government managers are far more often made than born. Excellence stems from many factors, and breaking those elements down and focusing on each of them will help you grow and develop your career.

- Receive a candid and confidential appraisal of your leadership style, preferences and behaviors.
- Learn how to be at your best by focusing on your strengths and managing your weaknesses.
- Create a personalized Leadership Development Plan (LDP) for continued growth.



### Define Your Development Path to Excellence!

In just one week, this program will give you the critical strategies you need to improve your leadership performance and achieve organizational success. Besides the self-evaluation and assessments, all participants meet for a private half-day session with a professional executive coach to discuss strengths, areas for development and next steps on your government career path.

#### ASSESSMENT

##### COMPETENCIES

- Resilience
- Developing Others
- Interpersonal Skills
- Flexibility
- Influencing/Negotiating

##### ACADEMIC CREDIT

2 upper level Baccalaureate or 2 Graduate credits may be available upon completion.

##### DATES & LOCATIONS

February 27–March 2, 2012

June 11–15, 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.

November 28–December 2, 2011

April 30–May 4, 2012

September 17–21, 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)

*“This seminar gave me the ability to discuss issues with executive coaches and learn more about my strengths and help manage weaknesses.”*

## Register Now for the Leadership Assessment Program—Level II

The Level II Program is designed for supervisors, managers or executives who have at least one year of current supervisory experience and who want a clearer picture of their leadership strengths and areas for development.

If you are in agency management or a succession development program and you need the most accurate information possible from which to develop an Leadership Development Plan, then you, too, will benefit from the curriculum.

The curriculum consists of a variety of profiling, self-analysis, and group participation. Note: It's recommended that supervisors and managers update their leadership assessment every three to five years.

## Join Your Peers for a Week of Personal Discovery

- Diagnose your leadership style, preferences and behaviors with the help of assessment professionals.
- Analyze individual feedback on your current leadership performance from your supervisors, peers and subordinates through a 360-degree assessment tool.
- Assess your approach to leading groups and teams, as well as one-on-one interactions.
- Learn how to focus on your strengths and manage your weaknesses to be most effective.
- Acquire important insights from a confidential planning session with a professional executive coach.
- Assess your level of emotional intelligence to be an effective leader.

*“The fact that the Government offers courses of this caliber is so impressive and reinforces my commitment to public service.”*

### TUITION

\$5,350

Tuition includes materials, meals and lodging.

### LEAD

This seminar meets the supervisor, manager, and executive 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)

### SUGGESTED FOLLOW-ON COURSES

Management Development Seminar I and II

Supervisory Development Seminar I and II

**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)



UNITED STATES OFFICE OF  
PERSONNEL MANAGEMENT  
*Great Leaders for Great Government.*  
[www.leadership.opm.gov](http://www.leadership.opm.gov)

### Customer Service Office

888-676-9632 or 304-870-8008  
TDD/TTY: 304-870-8066  
Fax: 304-870-8078  
e-mail: [register@opm.gov](mailto:register@opm.gov)