

## Program Objectives

- 1 Assist those in public management for public sector agencies in recognizing and handling the many situations presented in their job.
- 2 Provide a foundation of knowledge and skills to those individuals involved in local government management.

Non-Profit  
US Postage  
**PAID**  
Auburn, AL  
Permit No. 9

## About Us

The Government & Economic Development Institute (GEDI) is widely recognized as Alabama's top organization for university outreach. Because of its excellent reputation, GEDI is the "go-to" resource for education, consulting and policy leadership by state and local governments and the economic development community. GEDI has strong Auburn University support and is adequately staffed to assist all clients who need its programs and services. GEDI continues to build upon its strong traditional programming, but remains relevant to emerging state and community needs.

## Our Services

GEDI cooperates with various professional organizations to provide certification programs to enhance the knowledge and skills of public and private sector officials and employees. We provide on-site training in a variety of topic areas aimed at improving personnel and financial management, strengthening leadership and team development, improving services to citizens, increasing organizational efficiency and education about important legal and ethical issues. Programs are tailored to each client's needs and time considerations.



GOVERNMENT & ECONOMIC  
DEVELOPMENT INSTITUTE

213 Extension Hall — 5225  
1161 W. Samford Avenue, Building 8  
Auburn, AL 36849

Auburn University is an equal opportunity  
educational institution/employer.



GOVERNMENT & ECONOMIC  
DEVELOPMENT INSTITUTE

## ACCMA Certificate Program

Local Government Professional  
Management Certificate Program  
November 2021 - April 2022



# ACCMA Local Government Professional Management Certificate Program

The ACCMA Certificate Program is designed to provide increased knowledge and skills for those in local government to master the complexities of the political, social, and economic environment of public administration. The program is composed of 5 courses and continuing education, which is available for participants in a hybrid, classroom/online, format. It is eligible for one CMC Experience or one MMC Professional Contribution Point per 6 education hours by the IIMC and CPE hours by the ASBPA.

## Leadership & Effective Public Management (10 HRS)

Organizational failures and successes are a function of positive managerial climates which nurture strong leaders and facilitate learning, adaption, and high performance. Therefore, it is important for everyone to understand and to reflect upon the topics of management and leadership, from the executive director to the frontline staff. To do so, this course provides participants with an overview of supervisory, managerial, and leadership principles in public organizations.

**November 18-19, 2021      \$225      Auburn**

## Laws & Ethics for Public Management (10 HRS)

This course explores the ethical and legal responsibilities associated with managing in the public sector and within the State of Alabama. Participants will be introduced to core state ethics laws and rules, identify, and utilize key tools and practices to build and maintain high-performing ethical organizations. Class time will also be spent identifying ethical tensions from the field with opportunities to engage in problem solving.

**December 16-17, 2021      \$225      Auburn**

## Economic & Community Development (10 HRS)

Participants will learn the importance of their positions as local government administrators in the planning, advancing, and marketing of their community. A variety of tools to accomplish these tasks will be explored with emphasis on actual Alabama-based examples. Topics include: strategic and comprehensive planning, community leadership, community engagement, technology and development, public-private partnerships, and community branding. Policy development and implementation will also be discussed.

**February 24-25, 2022      \$225      Auburn**

## Human Resource Management & Staff Effectiveness (10 HRS)

This course is designed to provide an overview of important personnel, employment, and human resource issues and discussions of the ways in which the work place is affected. Current employment laws and how they impact personnel actions and processes will be addressed from the perspectives of both the employee and the supervisor.

**March 24-25, 2022      \$225      Auburn**

## Public Budgeting & Financial Management (10 HRS)

Effective stewardship of public resources is one of the most important responsibilities for public managers. This course is designed to provide an overview of theories and techniques of governmental budgeting, financial planning and control, risk management, procurement, grants and contracts management, reporting, and accounting.

**April 14-15, 2022      \$225      Auburn**

## Registration

*Registration forms received and processed at GEDI constitutes registration, if space is available. A confirmation email will be sent from GEDI when the participant's enrollment process is complete. Written cancellations received 15 working days prior to the beginning of the program will be honored with a partial refund of the registration fee. A \$50 administrative fee will be applied. Late cancellations or non-attendance will not be refunded.*

*Substitutions for registered participants may be made at any time.*

*NOTE: If you have a disability and need accommodations to participate, please contact GEDI at 334-844-4782.*

## Registration

- Nov. 18-19 Leadership & Effective Public Management      \$225**
- Dec. 16-17 Laws & Ethics      \$225**
- Feb. 24-25 Economic & Community Dev.      \$225**
- Mar. 24-25 HR & Staff Effectiveness      \$225**
- April 14-15 Public Budgeting      \$225**

## Participant's Information

Mr.   Ms.   Mrs.   (Circle One)

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Name

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Position/Title

.....  
Name Tag Preference

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Agency

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Mailing Address

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City

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State

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Zip

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Phone

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email

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Course Format:    Classroom    Online

## Special Needs

We want this program to be accessible to all who wish to attend. If you require special accommodation for this program, please specify here:

## Payment Method

Please find enclosed my check in the amount \$ \_\_\_\_\_

**Make checks payable to Auburn University.**

Or, purchase order # \_\_\_\_\_

Register online at [accma-online.org](http://accma-online.org)  
or email form to [GEDI@auburn.edu](mailto:GEDI@auburn.edu).

## To Register Online for Any Course:

## Please Return Payment To:

**Government & Economic Development Institute**  
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