



WESTOP

Southern California Chapter 2018-2019 PROFESSIONAL DEVELOPMENT ACADEMY

PURPOSE

The WESTOP SoCal Professional Development Academy was developed to give back to its members by providing professional development opportunities focused on career advancement. The academy is a fast track training program designed to prepare TRIO personnel who aspire to serve in the capacity of a director in the near future. The training program is designed to enhance management competencies of new directors with 6-24 months of experience.

OBJECTIVES

- Enhance participants' management and leadership competencies through skill development, mentoring, and networking
- Develop a diverse pool of professionals and managerial talent for higher level positions
- Improve retention of up-and-coming TRIO professionals and managers
- Develop participants' awareness of career upward mobility options in postsecondary institutions of higher education

SAMPLE TRAINING TOPICS

- Grant management strategies
- Trio federal regulations
- Preparing for a department of education visit/audit
- Budget management strategies
- Personnel policies and procedures
- Strategies to promote your program at your institution
- Personnel coaching and team building strategies
- Strategies for excelling as a manager/supervisor
- Developing and conducting effective employee performance evaluations
- The role of program reviews and student learning outcomes to improve program effectiveness
- Technology tools to improve program efficiencies and outcomes
- Strategies and to enhance career upward mobility

TRAINING COMPONENTS

This year's academy will serve up to 10 participants. Training will be conducted over a one three-day session. The training date and location is as follows:

PDA Dates/Location:

Friday-Sunday, May 3-5, 2019
UCLA Conference Center
Lake Arrowhead, CA

COSTS

The tuition cost for the academy is \$1,200 dollars per participant. Participants who are selected for this year's academy will receive a \$300 dollar professional development scholarship, thereby reducing tuition to \$900 dollars. The tuition fee includes materials, supplies, and most meals. It also includes lodging accommodations. *The \$900 dollar tuition balance, and transportation to the PDA sessions is the responsibility of the participant's sponsoring organization/employer. Tuition Payment must be received by May 3rd, 2019.*

APPLICATION PROCESS AND ELIGIBILITY

This opportunity is only available to current WESTOP members. To be considered for this year's program, complete an application at the following link: <https://form.jotform.com/westopsocal/PDAcademy2019>

***The application deadline is March 15, 2019, 5 p.m.
Successful applicants will be notified by April 2, 2019.***

***For more information or any questions, contact us at
westopsocalchapter@gmail.com***