



NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

NOCCCD Leadership Academy

The North Orange County Community College District (NOCCCD) values its employees and is committed to providing opportunities for professional growth, advancement, and leadership development. To that end, the NOCCCD Professional Development Department has established a District-wide Leadership Academy to develop our employees' potential in order to positively affect student success and institutional transformation.

The Leadership Academy will foster a multi-dimensional perspective of leadership—from developing individual strategies to engaging in broader advocacy—that prepares participants to become innovative change agents within the California Community College system. NOCCCD respects the existing strengths and expertise that all of its employees bring to the District. The Academy will build upon those strengths, offering a project-based approach to developing new practices for advancing the District's mission, vision, and goals.

The Leadership Academy will include opportunities to:

- Understand diverse leadership styles and identify personal strengths
- Further develop planning and communication skills
- Work together as a team to develop collaborative leadership capacity
- Understand institutional dynamics both local and system-wide
- Learn how to advocate for and implement change in the service of our diverse students

The Academy will offer participants focused opportunity to advance their skills and develop their own capacity to lead, while being more fluid and responsive to the needs of the students and the community.

The Academy competencies will focus around the following themes:

LEADING

Great leaders set out to make a difference. Leadership is not about the role; it's about the goal. Assess your inventory of strengths and leadership style. Learn to lead with your strengths.

ENVISIONING

A clear destination is necessary to guide the journey of change. Turn challenges into opportunities. Learn to envision, anticipate, research, plan, and evaluate goals for your areas of responsibility.

INNOVATING

There is a way to do better – Find it and make it happen! Learn to innovate, spark with imagination then fuel with data, take balanced risks, deliberately prepare and present the case.

ADVOCATING

Change 'what is' to 'what should be.' Decision-making on the departmental, local, and state levels with the ultimate goal of student success in mind. Learn from people who do it all day, every day.

COMMUNICATING

Communication and leadership go hand in hand. Appropriate messaging is important. Learn to communicate for the cause and to achieve your goals.

NETWORKING

It is important to network and foster collaboration for best results. Learn to successfully network, create a collective vision, collaborate, and form win/win partnerships, internally and externally.





About the Program:

The Leadership Academy is a one-year coordinated leadership development program that brings classified staff, full-time faculty, and managers together in a supportive environment.

The components of the Academy include:

- Seven in-class sessions held once a month between September 2017 and May 2018
- Trip to the CCLC Legislative Conference in January 2018
- Interactive Team Project for solution-based learning
- Reflective Journaling to build contemplation skills
- Diversity theme embedded throughout the program

The Academy sessions are interactive and engaging to better immerse participants in the learning experience. Because the Chancellor has taken an active role in the design of the Leadership Academy, the curriculum has been tailored to the needs of NOCCCD, while still incorporating best practices from other community college leadership programs. The Chancellor will continue to offer direct guidance throughout the program.

Participants will learn from nationally recognized community college leaders as well as NOCCCD faculty, administrators, and executives. They will have opportunities to interact with community college presidents, state leaders, community partners, and constituents to understand broader community college needs.

Attending CCLC Legislative Conference will allow participants to learn first-hand about advocacy as well as the latest news on higher education in California—including legislative proposals affecting community colleges and student learning. Attendees will create an individual professional growth plan and will be required to keep a journal. During the Team Project module, participants will work in teams under the guidance of a mentor to offer a solution to an existing problem or issue. Creative and innovative ideas that come from this module could be implemented on the campus. Additionally, individuals may have an opportunity to apply and compete for the District's yearly Innovation Funds Grant.

The Academy will culminate with a celebratory retreat and project presentations. Participants will receive a certificate upon completion of the Academy.

SESSION SUMMARIES*

Session 1: Finding Your Strength As A College Leader

Participants will receive an overview of community college leadership. They will examine behavioral strengths and challenges in themselves and in others. In a dynamic lecture and discussion setting, individuals will analyze the differences and strengths of others, and compare those to their own. They will explore teambuilding and conflict resolution strategies, and analyze how various styles impact workgroups and teams.

Session 2: Leadership Communication

Effective and clear communication is essential for the success of an emerging leader. Participants will learn the nuances of communication, as well as the skills to engage in open, honest, and meaningful dialogue. They will learn to adapt the message to diverse groups, while focusing on goals and intended outcome. On-camera interviews and feedback will offer participants opportunities to reflect and improve their own communication.

Session 3: Understanding NOCCCD Services

Leaders with a pragmatic understanding of the workings of Human Resources, Finance and Facilities, Educational Services, and Technology are able to facilitate higher productivity and effective service. NOCCCD leaders will share information on the services their units provide to support students and staff, and demonstrate how this knowledge can be applied to lead within the District while focusing on overall student success.

Session 4: Advocacy At Work

An effective leader understands, commits to, and advocates for the mission, vision, and goals of the community college. The participants will learn how to apply advocacy concepts to their individual roles. Attending the annual CCLC Legislative Conference in Sacramento will provide a unique experiential learning opportunity to witness advocacy at work. Participants will learn from legislative advocates, meet with legislators, and learn the latest news on higher education in California.

Session 5: Generating Resources, Creating Effective Internal And External Partnerships

Participants will explore strategies that will assist them in building internal and external partnerships. They will discover ways to secure resources, including grants and partnerships with local businesses. Participants will learn from NOCCCD and community panelists how they built win/win partnerships that generated resources to benefit our students.

Session 6: Leading Change-How To Get From Here To There

Change is inevitable. Those who initiate change will have a better chance of managing it. Participants will learn how to plan deliberately and take calculated risks. They will learn the importance of data in decision-making, as well as the influence of internal and external factors in effective planning at department and District levels.

Session 7: Community College Leadership

What Is leadership really like? Dynamic leadership at all levels is imperative to institutional growth. Participants will explore the most widely used leadership styles, identify the main challenges associated with being a community college leader, and hear from a panel of current leaders addressing those challenges. Participants will discover how they can be agents of change, and move the institution forward from whatever position they hold.

Session 8: Team Project Presentation

The goal of each project is to demonstrate the application of the qualities learned in the Academy to a real-life District/college challenge. Project sponsors will be invited to attend.

*** Session dates, topics, and summaries are tentative and subject to change. Participants will be notified of date change in advance.**

SESSION DATES AND TOPICS*

All sessions will be held at the District Office in Anaheim between 8:30 AM - 3:30 PM.

Sessions Date & Topic

1 September 15, 2017
Finding Your Strength as a College Leader

2 October 20, 2017
Leadership Communication

3 November 17, 2017
Understanding NOCCCD Services

4 January 28-29, 2018
Advocacy at Work (Trip to Annual Legislative Conference, Sacramento - Optional but strongly recommended)

5 February 9, 2018
Generating Resources, Creating Effective Internal and External Partnerships

6 March 9, 2018
Leading Change: How to Get from Here to There

7 April 13, 2018
Community College Leadership: What Is it Really Like?

8 May 11, 2018
Grand Finale and Celebration: Team Project Presentations

2017-18 Application

The opportunity to apply to the Leadership Academy is available to all interested classified staff, full-time faculty, and managers (including Special Project Managers) that want to grow their leadership potential and prepare to advance their career. Applicants must have been with the District for at least one full year, and must have some leadership experience on committees, within departments, or other initiatives. Manager's approval is an integral part of the application process.

The Academy class will be limited to 25 participants. Applicants selected for admission into the Academy will be expected to commit to the standards developed for the participants of the Academy. This includes regular attendance and active participation in leadership sessions, reading

assigned materials, doing research and homework, and in all other respects living up to the expectations of the Academy.

To be considered, individuals must submit completed application by **March 31, 2017**. Applicants will be notified of acceptance into the Academy by the end of April 2017.

Note: Participants will receive release time to attend Academy sessions. However, participants will have to invest personal time for homework and other assignments. There is no additional remuneration for participating in the Academy program.

Applications will be sent via email to all employees.



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For Application Information, please contact:

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