KCCD Leadership Academy Program Overview
Purpose, Objectives, Seminars, Internships, What You Will Learn, Costs

Purpose
The purposes of the Kern Community College District Leadership Academy are:

- To provide a venue for staff development for potential leaders at the different levels required for the effective functioning of a college/district.

- To encourage employees who are interested in leadership positions by offering them the opportunity for training in the fundamentals needed for these positions, and by beginning the process of professional training.

- To develop a cadre of employees who are interested in leadership and who, through the Leadership Academy, will prepare themselves for leadership roles and positions.

Objectives

- Present a structured training program to encourage current college and district employees to consider taking on leadership positions within the organization.

- Develop understanding among participants of the roles, styles, and functions of effective college leaders and help them acquire the background needed to be effective in these roles.

- Create opportunities for participants to acquire foundational knowledge and professional fundamentals required of college leaders at various levels of leadership.

  - Foundational knowledge: the knowledge to function in the environment of a leadership position, e.g., understanding the structure and functions of the organization, understanding the decision-making process used in the organization and in the office of assignment, etc.

  - Professional fundamentals: dealing with a wide variety of interpersonal relationships in a complex organization, e.g., communication skills, ethical concerns, setting the tone for effective decision making.
The Program

Participants and Eligibility
The first year of each Academy class will be limited to 15 participants.

Eligibility is open to employees who are 10-month employees or greater and have completed three years of employment with the District, (or the equivalent of three full years with the district if you are part time).

Applicants selected for admission into the Academy will be expected to commit to the standards developed for participants of the Academy, including regularly attending and actively participating in the seminars, reading the assigned material, and in all other respects living up to the expectations of the Academy for its participants.

Seminar Structure
The Leadership Academy will offer eight seminars per academic year, four in the fall semester, one between semesters and three during the spring semester. These day-long seminars will be generally offered one Friday per month and will consist of presentations, discussions, case studies and activities. Seminar facilitators will organize each seminar day, and topic presenters will present and discuss the many components of each topic, share expertise, and engage the participants in a full consideration of the topic.

Participants will be fully involved in the seminar with the expectation that they will take on leadership roles within the seminars. In addition to eight seminars, one or two multi-day out-of-district trips may take place in August and January.

Participants who successfully complete the first year program will be eligible to apply for second-year mentor opportunities.

Seminar Topics
Seminar topics relate to major components of leadership in a college/district environment. Seminars will focus on the following: the responsibilities of leadership, the organization, communication, foundational knowledge, decision making, human resources, the students, and the demands of leadership. Support for the curriculum may include a textbook/workbook, online readings, or other resources.

Second-year Mentor Opportunities
Mentor assignments will be one semester in length. The District will provide an assignment for those selected by the KCCD Chancellor’s Cabinet and the Academy Director from among those completing the first year of the Academy. Nominees will be submitted to the CEOs of Colleges/District for consideration and assignment. The assignment will give participants hands-on experience in leadership roles. Those selected for a mentor assignment will be given appropriate reassigned time from their regular duties.
**Academy Participant Expectations**

Leadership Academy participants will:
- Attend and actively participate in all seminars
- Defer phone calls, messages and other interruptions until breaks in the presentations
- Complete out-of-seminar assignments by their due dates

Participants who do not comply with the above expectations may be removed from the Academy.

**What You Will Learn**

Each seminar is comprised of a number of specific sub topics. The day is filled with speakers, interactive discussions and activities that cover all aspects of the subject matter. These hands-on sessions allow participants to learn the pros and cons and details of each subject area so participants can develop their own ideas and opinions.

Through this intense, interactive professional development opportunity you will gain:
- a broader view of critical college, district and state education issues
- a knowledge of formal and informal decision-making channels in the Kern Community College District
- an introduction to key leaders and an opportunity to network
- an opportunity to practice and refine critical leadership skills and competencies

In addition to the specific class days, teams of participants will complete one major project that benefits the organization. Participants experience firsthand individual and teamwork skills and strategies required of leaders.

**Program Costs**

The cost to attend the year-long program is underwritten by the Kern Community College District.