

Middle Management Academy:

Developed by

National Council for Community Behavioral Health



Comprehensive, one-of-a-kind training dedicated to the behavioral health field with up to 25 contact hours

- * Created for new and recent managers
- * Tailored to behavioral health organizations
- * Designed to improve performance and results

Training that Translates into Immediate Results

Gives managers the skills they need to manage work and people, but it also connects them to the bigger vision of their organizations. They'll be stronger links in the management chain; able to help improve productivity by motivating staff, communicating effectively, and fulfilling their role as influential frontline leaders.

Specially geared to the expressed needs of star staff who have stepped into management roles without much formal training. And, it helps those who've been managing a while to enhance their skills and results.

Steeped in proven business strategy, the Middle Management Academy is an intensive, practical, and highly interactive training experience that can help participants understand what great managers do differently.

Organizations that have sent their managers to this popular 4-day training program have realized the return in terms of results-driven management — reflected in improved workforce competency and productivity, effective decision-making, and focus on the bottom-line.

Skills for Successful Managers

At the Middle Management Academy, the focus is on addressing real-world questions relevant to behavioral health. Small groups of participating managers (never more than eight) are formed into organizational teams, where they work on day-to-day management challenges and situations.

Middle Management Academy graduates give the program high marks for its focus on three core competencies — managing budgets and financial information, motivating and managing employees, and applying appropriate leadership styles to everyday situations. Participants gain insight into their own management strengths and challenges with in-depth assessments, including the Myers-Briggs Type Indicator. The hands-on curriculum focuses on applying identified skills to key management tasks and responsibilities.

Role of the Middle Manager

- * Management in 3D
- * Norms/culture
- * Moving from clinician to manager

Meetings and Teams

- * Group process
- * Building and using agendas
- * Applying situational leadership theory to supervision and team building

Budgets and Finance

- * Key indicators on budgets and financial reports
- * Recognizing and analyzing financial trends
- * Critical thinking about strategies to balance budget while achieving goals

Data for Decision Support

- * Type of data needed to make various decisions
- * Precision versus cost versus usability (materiality decisions)
- * Using data to drive effective decisions

Human Resources

- * Staff development
- * Conflict management
- * Performance improvement
- * Performance appraisals and feedback

Planning and Project Management

- * Setting goals and timelines
- * Building, implementing, monitoring plans
- * Managing change

Cost: \$750/person (est.) **When:** November 9-12, 2009 **Information:** MACMHP at 651-642-1903

Register: limited to 18 participants, first come first served registration online only.

Register online at: <http://www.macmhp.org>

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