MAPS Management Advancement for the Public Service

MAPS 2021-2022 Course Calendar

Each course title links directly to its online registration page.

OCTOBER 2021

Running Effective Virtual Meetings
Tuesday, October 19, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Patrick Donadio
Learn how to offer positive, productive, and professional value to your online meetings that will build confidence in the leaders who manage them and their teams.

Empowered Women's Leadership
Thursday, October 21, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Jennifer Teal
Explore topics such as (the myth of) work/life balance, imposter syndrome, self-advocacy and negotiation, effective and authentic leadership techniques, mentorship, and dealing with bias.

Strategic Inclusive Leadership in this Pivotal Racial Justice Moment
Tuesday, October 26, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Tracie Ransom
In this pivotal moment for race relations in our country, this course offers current and future business leaders strategies and skills necessary to build diverse and inclusive organizational and team cultures. Explore the moral and business cases for DE&I work and how diversity, when viewed and treated as a strategic business imperative, rather than a nice-to-have, leads to more inclusive workplaces, stronger performing teams and a competitive advantage.

Excel Fundamentals: Beginner & Intermediate
Thursday, October 28, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Nego Jovanovich
Gain experience with Excel operations relevant for beginner-to-intermediate skills, including data entry and data management practices, through formatting, nested formulas, and table and chart construction and customization.

NOVEMBER 2021

Emotional Intelligence: What Makes a Good Leader?
Tuesday, November 2, 2021
8:30 AM - 4:00 PM – In-Person
Instructor: Gar Trusley
Learn how to "grow" your emotional intelligence, which has been proven to be twice as important to job success as IQ and job experience.

Moving From Manager to Coach
Thursday, November 4, 2021
8:30 AM - 10:30 AM – Virtual
Instructor: Maureen Metcalf
Learn how to create an engaged workforce using leading-edge performance management techniques to apply enhanced coaching and feedback.

Introduction to Cost-Benefit Analysis
Tuesday, November 9, 2021
8:30 AM – 4:00 PM – In-Person
Instructor: Rob Moore
Learn what characteristics make a good cost-benefit analysis from the perspective of a policymaker.

Introduction to Public and Results-Oriented Budgeting
Wednesday, November 10, 2021
8:30 AM – 4:00 PM – In-Person
Instructor: Jim Landers
Explore a high-level overview of state and local government budgeting processes and how results oriented budgeting promotes more efficient and effective government service delivery.

Cultural Competence: Gender and Sexuality
Tuesday, November 16, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Andrew Whalen
Develop and strengthen understandings related to gender identity, including an overview of essential vocabulary.

Leadership Strategies to Create Socially Just Organizations and Communities
Thursday, November 18, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Don Stenta
Study the Social Action Leadership Transformation (SALT) Model and learn how to shape organizations and communities to lead with a focus on social justice and collective action.

Communicating with IMPACT: Achieving Greater Results
Tuesday, November 23, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Patrick Donadio
Learn a practical six-step system to lead more effectively, communicate more clearly, present more powerfully, create deeper relationships, and get better results at work.

Coach Yourself to Success
Tuesday, November 30, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Brian Cole Miller
Learn the techniques professional life coaches use to coach yourself into a better position to achieve professional success.

DECEMBER 2021

Effective Delegation
Thursday, December 2, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Gar Trusley
Learn about the benefits of effective delegation, how to delegate effectively, why some team members may push back, and how to develop effective teams through delegation.

Navigating a Multigenerational Mindset
Tuesday, December 7, 2021
8:30 AM – 4:00 PM – In-Person
Instructor: James White
Learn to recognize generational differences at work and develop strategies that improve generational workplace leadership, communication, and mentoring.

Did I Really Hear That? Strategies for Responding to Microaggressions and Bias
Thursday, December 9, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Jamilah Hackworth
Gain the knowledge and learn the skills necessary to respond to bias in the workplace.

Change Management for Leaders
Tuesday, December 14, 2021
8:30 AM – 4:00 PM – In-Person
Instructor: Sallie Voyles
Understand the components of change management, the design process for implementing change, and how to use change management templates to successfully navigate your organization through change.

Advanced Excel
Thursday, December 16, 2021
8:30 AM - 12:30 PM – Virtual
Instructor: Nego Jovanovich
Gain experience with Excel operations relevant for intermediate-to-advanced skills, including PivotTable, advanced formulas for data cleaning and analysis, data validation, and data analysis using the Analysis ToolPak add-in.

Event and Project Planning Made Simple
Tuesday, January 4, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Quanetta Batts
Learn how to quickly organize a project or event in addition to your normal work responsibilities, including templates for every step of a simplified event management process.

Powerful PR - How to Build/Enhance Your Brand
Thursday, January 6, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Patrick Donadio
This course is a must for those who want to learn how to enhance their image, reach target audiences, and get your message out.

The Unintended Impacts of Emerging Technology
Tuesday, January 11, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Samuel Malloy
Explore how to anticipate the ways emerging technologies may impact your organization and learn how leaders can develop resiliency to these disruptions.

Leadership Behaviors During Disruptive Times for Executives
Thursday, January 13, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Maureen Metcalf
Explore the trends that leaders will face over the 30 years and develop an understanding of seven core leadership behaviors and explore how to build them in individuals and teams.

A Healthy Life Style for Home and Work
Tuesday, January 18, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Jordana Shakoor
Learn tips to strengthen your work-life balance and priortize your mental and physical health.

Leading in a Virtual World
Thursday, January 20, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Gar Trusley
Learn skills on how to develop your skills leading an effective virtual work team.

Excel Fundamentals: Beginner & Intermediate
Tuesday, January 25, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Nego Jovanovich
Gain experience with Excel operations relevant for beginner-to-intermediate skills, including data entry and data management practices, through formatting, nested formulas, and table and chart construction and customization.

Practical Skills for New Supervisors

Thursday, January 27, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Stefanie Coe
This course will focus on the transition from peer to supervisor roles. Participants discuss staff management, goal setting, staff evaluations, dealing with the friend v. supervisor role and discipline.

FEBRUARY 2022

Anti-Racism 101

Tuesday, February 1, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Jennifer Sconyers
Learn the role individual leaders can take to become an effective ally of anti-racism, clarifying what that role is and is not.

Principle Based Leadership

Thursday, February 3, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Russell Martin
Reflect on your own leadership style, question what truly is at the heart of your own motivation, and develop a deep understanding about how to lead ethically and with integrity.

Ohio Public Records Law: To Release or Not

Tuesday, February 8, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Ryan Stubenrauch
Learn what records citizens are allowed to see, how to provide information to reporters without violating the law, and protect your agency from lawsuits.

Battling Emotional Exhaustion to Thrive, Not Just Survive

Thursday, February 10, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Jamilah Hackworth
Address the issue of burnout, its consequences, and tangible strategies that can be used to mitigate emotional exhaustion to promote vitality and professional fulfillment.

Board Development

Wednesday, February 16, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Lori Overmyer
Learn about the characteristics of excellent board members and a highly functioning board, while applying best practices and exploring real world ethical, financial, and governance scenarios.

Executive Presence for Women in Leadership

Thursday, February 17, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Marcia Chambers
If you are a women leader in business and are interested in enhancing your professional image, this course is for you.

Inspiring Teams Through Inclusion Using J.O.Y.

Tuesday, February 22, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Constance Dunlap
Discover how to create a work environment that is Judgement free, where everyone is Owning their personal behavior, and Yearning to overcome their personal circumstances

Building Resilience

Thursday, February 24, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Maureen Metcalf
Leadership Resilience: Maintaining Flexibility and Focus. Learn how to build your own personal resilience and support your organization in building a culture that supports ongoing resilience.

MARCH 2022

Conducting Performance Audits, Program Evaluations, and Policy Analyses

Tuesday, March 1, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Leigh Anderson
Learn how to develop the skills needed to conduct program evalautions, performance audits, and policy analysis for your organization.

Project Management Fundamentals

Thursday, March 3, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Jay Johnson
Identify the competencies of a successful project manager, learn techniques for ensuring that projects meet their goals, and determine strategies and areas for personal development.

The Secrets to Powerful Presentations

Tuesday, March 8, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Patrick Donadio
Develop your confidence for speaking and presenting, improve your relationship with listeners, and enhance the receptivity of your message.

Foundations of Community Engagement

Thursday, March 10, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Tina Pierce
Learn best practices and share ideas for applying, enhancing, and evaluating current practices for community engagement.

Difficult Conversations, Positive Outcomes

Tuesday, March 15, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Brian Cole Miller
Learn techniques for more productive communication and problem solving, including a step-by-step approach for holding your toughest conversations with less stress and more success.

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Using Modeling and Simulation for Decisionmaking
Wednesday, March 16, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Rudy Hightower
Learn the fundamentals of managing data and strategies to visualize 'big data' in complex policy problems.

Did I Really Hear That? Strategies for Responding to Microaggressions and Bias
Tuesday, March 22, 2022
8:30 AM - 12:30 PM – Virtual
Instructor: Jamilah Hackworth
Gain the knowledge and learn the skills necessary to respond to bias in the workplace.

Workplace Environment: Strategies for Professional High-Performance Behavior
Thursday, March 24, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: James White
Identify and increase awareness of four distinct behavioral empowerment levels (victim, passive, active, and highly active) and how they work and affect behaviors, relationships, and professional interactions that impact workplace productivity.

Stock Your Toolbox: Pre-Supervisory Skills and Practices
Tuesday, March 29, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Gar Trusley
Identify key skills and practices that are necessary to become an effective leader and to lead others at work.

Cultural Competence: Race and Racism
Thursday, March 31, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Andrew Whalen
Examine race and racism both historically and contemporarily in the United States, understand why systemic racism is not by accident, and study specific examples of systemic racism, including redlining and schooling.

APRIL 2022

Crisis Communication: What to Say WHEN Your Crisis Hits
Tuesday, April 5, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Ryan Stubenrauch
Learn how to craft an effective public response in a crisis or emergency.

Fundamentals of Grant Writing
Thursday, April 7, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Tina Pierce
Learn strategies for researching, applying, and writing successful grant proposals.

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Time Management Strategies
Tuesday, April 12, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Patrick Donadio
Learn how to manage your time and work smarter, not harder.

Data Visualization: The Art of Storytelling
Thursday, April 14, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Nego Jovanovich
This course will teach participants how to create a better visual and how to translate data to the different audiences.

Crisis Leadership
Tuesday, April 19, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Rudy Hightower
Learn how to create a sense of urgency to act in a crisis, and explore the leadership tactics, techniques, and procedures that are most effective during a crisis.

Analyzing Tax Revenue and Revenue Forecasting in Excel
Wednesday, April 20, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Jim Landers
Participants learn how to use Excel to analyze tax revenue and revenue forecasting, while learning about revenue forecasting processes and practices.

Planning with Purpose and Vision
Thursday, April 21, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Sallie Voyles
Learn how to apply the principles of effective strategic planning to set priorities, maximize resources, achieve agreement on outcomes and results, and uplift and propel the organization forward.

Managing Professional Relationships
Tuesday, April 26, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Constance Dunlap
Assess the various types of relationships in our lives and workplace, and plan specific ways to enhance performance through trust and accountability.

Communicating with STYLE: Customer Service Skills
Thursday, April 28, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Patrick Donadio
Learn the four personality styles (DISC) and how they affect everyday communication with customers. Develop skills on how to improve your customer service skills and become a more organized, confident, engaging, and dynamic communicator.

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MAY 2022

Using Data to Improve Program Outcomes
Tuesday, May 3, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Stephanie Pierce
Learn how program managers can use data to improve program outcomes in their workplace.

Setting and Achieving Performance Goals
Thursday, May 5, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Brian Cole Miller
Learn practical steps to define measurement, set goals, engage employees in the process, and help employees improve team performance.

Gender Identity and Expression in the Workplace
Tuesday, May 10, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: James White
Identify, understand, and analyze how our identity shapes our experience, culture, and workplace.

Current Trends in Human Resources: Documentation and Policy
Thursday, May 12, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Stefanie Coe
Learn how to create a civil workplace that is free of inappropriate behavior regardless of whether it is a technical or legal violation.

Leading with Inclusion and Cultural Agility
Tuesday, May 17, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Stephen Francis
Understand the core competencies of diversity, equity, inclusion, and cultural competence and develop the skills to help your organization succeed creating and inclusive environment.

Transitioning into Supervision
Thursday, May 19, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Sallie Voyles
Learn skills to shift your focus from being an employee to entering the world of management as a supervisor.

Charge-Up Your Motivation
Tuesday, May 24, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Brian Cole Miller
Learn about core motivations, how they drive behavior, and how to create a pathway for personal growth using the Enneagram, a tool that goes much deeper than normal personality systems.

Cultural Competence: Privilege and Positionality

Thursday, May 26, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Andrew Whalen
Examine the ways our identities shape the societal privileges we may or may not have, and how to strive for social justice as individuals and professionals.

Social Media Content for the Public Service

Tuesday, May 31, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Tia Ramey
Learn to develop an effective social media identity and learn best practices to understand your audience, generate engagement, and build a brand that strengthens your relationship with your audience.

JUNE 2022

Empowered Women's Leadership

Thursday, June 2, 2022
8:30 AM – 4:00 PM – In-Person
Instructor: Jennifer Teal
Explore topics such as (the myth of) work/life balance, imposter syndrome, self-advocacy and negotiation, effective and authentic leadership techniques, mentorship, and dealing with bias.

Avoiding Corruption

Tuesday, June 7, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Russell Martin
Understand the warning signs, traps, and practical ways to avoid personal and professional corruption.

Advanced Excel

Thursday, June 9, 2022
8:30 AM – 12:30 PM – Virtual
Instructor: Nego Jovanovich
Gain experience with Excel operations relevant for intermediate-to-advanced skills, including PivotTable, advanced formulas for data cleaning and analysis, data validation, and data analysis using the Analysis ToolPak add-in.