Make this your next step

The State of New Jersey

Certified Public Manager Program

RUTGERS

THE STATE UNIVERSITY
OF NEW JERSEY

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1776

The New Jersey Certified Public Manager Program is designed to develop public sector managers, administrators, and supervisors into efficient, effective, and ethical organizational leaders.

About the Program

The New Jersey Certified Public Manager Program equips participants with the skills and competencies needed to impact their organization's efforts to meet its mission and performance goals in today's dynamic public management environment. Participants will gain the knowledge needed to tackle complex organizational challenges, manage their day-to-day operations more effectively, and grow as leaders. The program also provides a framework upon which leaders can build and apply throughout their career.

The NJ CPM Program is designed around the core leadership requirements established by the National Consortium of Certified Public Managers. The curriculum was developed jointly by Rutgers University's School of Public Affairs and Administration (SPAA) and the State of New Jersey's Human Resource Development Institute (HRDI) to meet the complex demands and challenges of the 21st-century public management environment. Courses are taught by Rutgers full-time faculty and qualified practitioners in their areas of competence.

Program Benefits

Upon completion of the NJ CPM Program, participants will be able to:

- Demonstrate the knowledge necessary to be successful public sector managers, supervisors, and leaders
- Effectively align resources and lead people to accomplish agency goals
- Demonstrate high levels of commitment to public service, personal integrity and continuous learning
- Practice results-driven management and act as an effective change agent
- Become a member of a network of public leaders and managers in the American Academy of Certified Public Managers (AACPM)
- Apply up to 15 undergraduate credits or 9 graduate credits toward a degree at Rutgers University and possibly at other institutions of higher learning

Core Competencies

				Public Service Focus
			Quantitative Techniques	Communication
		Problem Solving and Decision Making	Strategic Thinking	Analytical Thinking
	Systemic Integration	Administrative Law	Budgetary Process	Management Information Systems
Developing Self	Personal and Organizational Integrity	Managing Work	Leading People	Change Leadership

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Coursework

Courses are highly interactive and include case studies, presentations, papers, projects, self-assessments, and review of current literature that relate directly to workplace issues and will positively impact the participant's capabilities in their work setting.

Capstone Project

Each participant will select a project with her/his supervisor that will benefit their organization. The participant will apply CPM concepts, skills, and learning while working on the project throughout the nine months of the program.

Program Design

The NJ CPM Program consists of:

- 18 modules which meet on Fridays and Saturdays twice a month over a period of 9 months
- 252 classroom hours plus a 50-hour work-related capstone project
- A cohort model, where the same students attend all classes together
- The option to select one of four locations – Newark, Trenton, New Brunswick, or Camden

Program Requirements

To be eligible for the NJ CPM Program, candidates must be a manager, administrator, or supervisor in a public organization in New Jersey – such as state, county and municipal governments, boards, and authorities – and have at least two years of supervisory experience. Candidates who do not currently supervise staff but have responsibility for managing, coordinating, or overseeing a program area whose deliverable has an impact beyond their current work unit will also be considered. Candidates must have the approval and support of their current supervisor and department/agency.
A Bachelors Degree is not required and participants are not required to enroll in or complete an academic degree program; however, Rutgers will accept college credits for completion of the NJ CPM Program.

Accepted candidates are strongly encouraged to subscribe to the MindLeaders catalog of online courses available through HRDI via the State of New Jersey's Learning Management System (LMS). This will allow CPM students to have access to a variety of courses that will enhance the skills necessary to receive the full benefit of the CPM learning experience. Please visit www.njtrainer.com for more information about the MindLeaders Catalog.

Applicants/Admission

To be considered for the NJ CPM Program, candidates must apply to the New Jersey Department of the Treasury, Human Resource Development Institute (HRDI). An application package must be completed, which is available online at: www.njtrainer.com

Program Cost

The cost includes all materials required for the program. The full NJ CPM Program is $3325 per participant. The cost for the CPM Finisher Program is $1995 per participant.

The CPM Finisher Program

The CPM Finisher Program is offered to students who have completed the previously available State of New Jersey Certified Public Manager Program Levels I, II, and III and received their HRDI certificate in Supervisory Management. The Finisher Program consists of 168 classroom hours plus a 50-hour capstone project. Coursework is completed through 12, two-day modules on selected Fridays and Saturdays. CPM Finisher Program students attend classes together in a cohort model and can select one of four locations: Newark, New Brunswick, Trenton, or Camden.

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For More Information

State of New Jersey Human Resource Development Institute (HRDI)
www.njtrainer.com

Rutgers School of Public Affairs and Administration (SPAA)
http://spaa.newark.rutgers.edu/cpm

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Program Administration

The New Jersey CPM Program is operated under a contract with the School of Public Affairs and Administration at Rutgers-Newark in conjunction with the Labor Education and Research Now (LEARN) division within the School of Management and Labor Relations at Rutgers-New Brunswick, and the Graduate Department of Public Policy and Administration and the School of Business at Rutgers-Camden. The State of New Jersey's Human Resource Development Institute (HRDI) oversees the NJ CPM Program.

Rutgers-Newark School of Public Affairs and Administration (SPAA)

The mission of the School of Public Affairs and Administration at Rutgers-Newark is to encourage competence, diversity, service, and knowledge in the public sector. The contributions of Rutgers SPAA's distinguished faculty and staff, research institutes and centers, and numerous publications, along with its partnership with the State of New Jersey to deliver the Certified Public Manager Program, demonstrate the far-reaching efforts of the school to promote excellence in the public sector.

http://www.spaa.newark.rutgers.edu

The State of New Jersey's Human Resource Development Institute (HRDI)

HRDI offers a wide variety of training and development services for state, county and municipal employees, for support staff through to executive leaders.

www.njtrainer.com

CPM Program Contacts

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Human Resource Development Institute (HRDI):

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