

# Minnesota Public Works Association

Leadership Academy An American Public Works Association Public Works Institute 2009

**T**he Leadership Academy provides the practical knowledge, tools, and skills public works professionals need to manage effectively and meet the complex policy and fiscal challenges they face. The program will cover topics ranging from personnel management to technical skills to understanding financial relationships among federal, state, and local governments. This program will increase your effectiveness as a public works manager and prepare you to be a leader in the industry.

Ranked first in Minnesota among comprehensive universities by *U.S. News & World Report*, Hamline University is also Minnesota's first university, founded in 1854. Guided by faculty who are leaders in their fields, Hamline's more than 4,400 students experience an intimate environment of small classes and personal attention along with the opportunities of a comprehensive university. The School of Business is one of five schools within the university and enrolls more than 300 students.

## Program at a Glance

All students must complete ninety hours of training in seven monthly sessions over an eight-month period. The program is deliberately scheduled to span two calendar years so the cost of certification can be spread over two budget cycles. Students who complete the Leadership Academy program will receive certification from the American Public Works Association and a certificate from the Hamline University School of Business. Cost for the program is \$2,600.

## Certificate Topics

The program consists of twelve core module topics recommended by the American Public Works Association. Some of the topics to be covered include:

Public Works: Foundations and the Future  
Essential Human Resource Management  
Labor Relations and Authority Issues  
Financial Management of Public Works  
Conflict Studies and Resolution Strategies  
Citizen Participation

Organizational Change  
Communication and Media Relations  
Intergovernmental Relations  
The Ethical Public Works Leader  
Best Practices of a Public Works Leader



## Time Requirements

Training will occur over eight months, beginning in September 2009 and concluding in May 2010. There will be no training session in December 2009. Training sessions will be held during the second week of each month, and participants will commit to seven thirteen-hour sessions for the entire program. Participants will advance through training with the same group of peers, commonly called a "cohort." Each session will be scheduled as follows:

Thursday afternoon	2 to 5 p.m. Dinner
Thursday evening	6 to 8 p.m.
Friday	8 a.m. to 5 p.m.

## Degree Candidacy

All participants are eligible to earn both certificates regardless of prior academic experience. Completion of the program will result in two elective course credits for the participants eligible to earn master's level course credit. Students who choose to continue working toward a master of arts in public administration must have a bachelor's degree and meet the requirements for admission to the Hamline University School of Business.

## Location

Classes are scheduled at Hamline University Minneapolis, 1600 Utica Ave. S., St. Louis Park. Hamline University Minneapolis is conveniently located near the intersection of Interstate 394 and Hwy. 100, with easy freeway access.

## Faculty

Hamline's program is rooted in a practitioner philosophy. The faculty teaching in this program have years of experience working in the public sector and bring a combination of theory and experience to the classroom. Hamline University and the Minnesota Public Works Association have identified local public works experts to provide the operational sessions.

## Contact Information

Hamline University School of Business  
MS-A1740  
Attn: MNPWA  
1536 Hewitt Avenue  
Saint Paul, MN 55104  
Phone: 651-523-2284  
Email: [hsb@hamline.edu](mailto:hsb@hamline.edu)  
[www.hamline.edu/business/graduate/mnpwa](http://www.hamline.edu/business/graduate/mnpwa)

## The Minnesota Public Works Association Leadership Academy

# Application For Admission

Hamline University's School of Business

**HAMLIN**  
**UNIVERSITY**  
*School of Business*

651-523-2284 • fax: 651-523-3098  
[hsb@hamline.edu](mailto:hsb@hamline.edu)

### Instructions:

1. Fill out and return this form to:  
Hamline University, School of Business, MS-A1740, Attn: MNPWA  
1536 Hewitt Avenue, Saint Paul, MN 55104-1284
2. If you are seeking graduate level credit from the Leadership Academy, please arrange to have an official copy of your undergraduate degree (and graduate, if applicable) transcript(s) sent to the School of Business at the address above.

This application is for:  Fall 2009

### Participant Data:

Full Name \_\_\_\_\_ SSN \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ County \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_  
Name under which transcripts will arrive, if applicable \_\_\_\_\_  
Current employer and job title \_\_\_\_\_  
Gender:  M  F Date of Birth (month/day/year) \_\_\_\_\_  
Are you a U.S. citizen?  Yes  No If no, are you a permanent resident?  Yes, A number \_\_\_\_\_  No

### Billing Address:

Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ County \_\_\_\_\_

### Educational Data:

Please include information for all colleges, universities, and graduate/professional schools you have attended.

Name of school	Location (city, state)	Degree earned	Dates attended
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Are you planning to seek graduate level credit from the Leadership Academy?  Yes  No

All of the information I have provided on this application is complete and correct.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

Note: In accordance with the Family Educational Rights and Privacy Act of 1974, the above information will be used only by office personnel and university officials and will not be released to third parties without your written consent. Hamline University does not discriminate on the basis of race, color, national origin, ancestry, sex, disability, religion, age, sexual orientation, or veteran status in its educational or employment programs or activities.