



LEADERSHIP CAPACITY BUILDING DEVELOPMENT CERTIFICATE (LCBDC)

Employee Name:	Certificate Start Date:
Department:	Certificate Completion Date:

Date Completed:	Employee Initial:	Course:
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_____	_____	Crucial Conversations
_____	_____	Dimensions of Leadership
_____	_____	Ethics of Leadership & Influence
_____	_____	Vacancy to Hire
_____	_____	Financial Budgeting
_____	_____	Fundamentals of Supervision
_____	_____	Managing Effective Meetings
_____	_____	Performance Evaluations
_____	_____	Shaping Effective & Engaged Teams
_____	_____	The Servant Leader
_____	_____	Workplace Harassment

Employee Signature

Supervisor Signature

Learning Admin Signature

Performance & Development Signature



In order to receive credit for this certificate, start date must be within five years of the completion date. Once all courses are complete email the signed form to Performance & Development Solutions at pds@iowa.gov.