MANAGEMENT DEVELOPMENT CERTIFICATE (MDC)

*PDS
Performance & Development

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

Department.				
Date Completed:	Employee Initial:	Course:		
		Advanced Thinking for Problem-Solving Managers		
		Americans with Disabilities Act		
		Civility Training for Managers & Supervisors (formerly: Diversity Training for Managers & Supervisors)		
		Crucial Accountability		
		Developing Employees		
		Discipline, Grievance, & the Merit System		
		Emotional Intelligence		
		Equal Opportunity/Affirmative Action & Anti-Discrimination		
		Investigating Employee Misconduct		
		Leading Through Change		
		Managing Conflict & Resistance in the Workplace		
_		Preventing Sexual Harassment for Supervisors		
		Project Management Seminar		
		Substance Abuse Policy		
Employee Signature				
_mployee elg	, idiai c			
Supervisor Sig	gnature	<u> </u>		
'	3	lowa Department of		
Learning Adm	in Signature	A Ciem et use		
Performance of	& Developmen	t 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.