



MANAGEMENT DEVELOPMENT CERTIFICATE (MDC)

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

Date Completed:	Employee Initial:	Course:
_____	_____	Americans with Disabilities Act
_____	_____	Advanced Thinking for Problem-Solving Managers
_____	_____	Crucial Accountability
_____	_____	Creative Thinking
_____	_____	Developing Employees
_____	_____	Discipline, Grievance, & the Merit System
_____	_____	Diversity Training for Managers/Supervisors
_____	_____	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

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.