

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.