



# NCDAN LEADERSHIP INSTITUTE

## Course #2: Management for Community Development Professionals

September 9-October 4, 2024  
Offered Online

**REGISTER HERE:**  
[NCDAN Leadership Institute Course 2  
of 4: Management \(regfox.com\)](https://www.regfox.com)

# LEADERSHIP INSTITUTE OVERVIEW

Join us for NCDAN's Leadership Institute, a four-course interactive training for new and experienced supervisors and managers in the community development field.

Courses include:

1. Team Building
2. **Management**
3. Leadership
4. Communication

Course 2 is an online, interactive approach to improving management skills. Course content is designed with specific examples directly applicable to managing **CDBG** and **HOME** programs.

Peer-to-peer networking will be invaluable as participants work through issues related to planning, delegating, partnership building, and emotional intelligence.

## COURSE #2 INSTRUCTORS

Melissa has over 15 years of experience in Community Development, most recently with the City of Quincy, Massachusetts. She is an entrepreneur and experienced consultant and trainer for non-profits and small businesses and holds a master's degree from Northeastern University.



MELISSA

POND



SHERYL

KENNY

Sheryl Kenny has over 30 years of experience in Community Development with Tarrant County, Texas and the City of Arlington, Texas. She is an experienced NCDAN trainer, former President of NCDAN, and holds a master's degree from Cornell University.

## LEARNING GOALS\*

1. Examine fundamental principles of management
2. Develop delegation skills to empower team members
3. Manage in stressful situations
4. Apply project management tools (e.g., Gantt Charts)
5. Improve community impact
6. Identify technology tools to increase efficiency
7. Use emotional intelligence to boost employee motivation

\*Course content is subject to change based on feedback.