



NEW JERSEY COUNTIES
EXCESS JOINT INSURANCE FUND

NJCE LEADERSHIP ACADEMY

The New Jersey Counties Excess Joint Insurance Fund (NJCE) has created the “NJCE Leadership Academy” for Managers, Administrators, Department Heads, and Supervisors interested in sharpening and expanding their managerial skills. The program’s goal is to enhance our leadership skills by offering varied, in-depth managerial training, as more fully described below. Individuals who complete the program’s requirements within two years will receive plaques commemorating their graduation of the NJCE Leadership Academy.

Open Enrollment will be December 1-22 and June 1-22. Classes will be offered through NJCE and will be a combination of virtual and in-person at various locations throughout New Jersey. The student will complete the mandatory and elective courses within the two-years from your start date. If you have taken any of the classes before your enrollment, you will need to retake the class to complete the academy.

Complete within Two
Years and Receive a
NJCE Leadership
Academy Plaque

MANDATORY (7)

- Ethics for NJ Local Government Employees
- Harassment in the Workplace for Elected Officials, Managers, & Supervisors★
- Implicit Bias in the Workplace
- Practical Leadership – 21 Irrefutable Laws★
- Protecting Children from Abuse in New Jersey Government Programs
- The Power of Collaboration (JIF 101)★
- *To Be Announced*★

★ **Must attend an in-person session to receive credit for the Leadership Academy**

ELECTIVES (4)

- Career Survival for Managers, Administrators and Assistants
- CDL: Supervisors’ Reasonable Suspicion
- Dealing with Difficult People
- Employee Conduct and Violence Prevention in the Workplace
- Ethical Decision-Making
- Harassment in Volunteer Organizations
- Introduction to Communication Skills
- Introduction to Management Skills
- Introduction to Understanding Conflict
- Preparing for First Amendment Audits
- Productive Meeting Best Practices
- Public Employers: What You Need to Know

Please note all the courses must be attended through NJCE LIVE which are offered via Zoom or in person. Any courses offered in NJCE Learning On Demand will not count towards completing the requirements of the Leadership Academy.

