

**Chatham County Board of Commissioners** 

**November 17, 2025** 





# Mission of the Leadership Academy

Internal Improvement for External Excellence

The Chatham County Leadership Academy is our in-house training curriculum that is designed to provide employees the skills they need to position themselves for promotional opportunities and be more effective and efficient in their work.



### Leadership Academy Stats

- Since inception, 500+ graduates
- All departments have alumni of the Academy
- 78.5% of current department leaders are graduates
- Register of Deeds Office—only current office with 100% of employees as graduates
- All training done in-house with in-house developed materials
- Training is open to local municipalities and employees of non-profits
- Immeasurable professional development savings to the county
- Outreach academies in Martin/Washington/Bertie, Granville (mini) & Caswell Counties







A Chatham institution since 2002!

#### 2002

First year of academy.
Curriculum included approximately 100 hours of instruction.

#### 2008-2020

Curriculum reviewed/revised annual but no major changes to requirements.

#### 2020, 2022 & 2024

Curriculum changes to include the requirement of community service project and introduction of seminar classes.

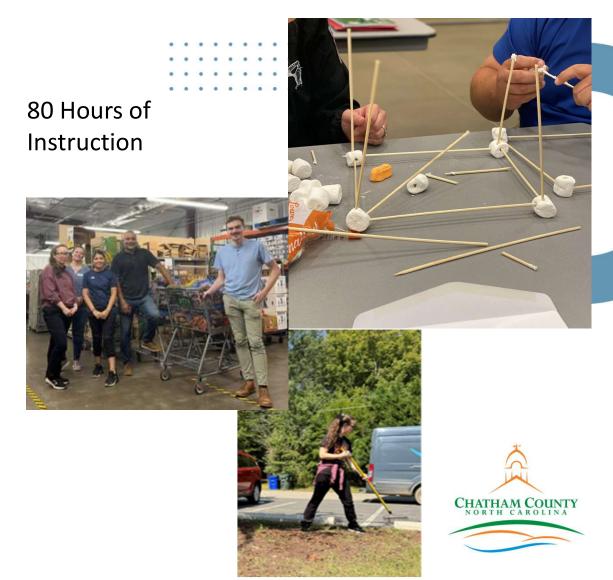
#### 2025-2026

Curriculum
revision to
capitalize on new
learning
management
system that allows
online course
delivery.



### **2024 Curriculum**

Course	Hours
Leadership Academy Orientation	1
County Government 101	10
Myers-Briggs Type Indicator	4
Legal Requirements	8
Budgeting	2
Diversity, Inclusion and Equity	6
At Your Service	4
Business Writing	4
Communications	4
Effective Meetings and Presentations	2
Stress Management	2
Supervision	12
Effective Leadership	2
Seminars in Management and Leadership	10
Graduation	1
Elective Hours	8



## The Catalyst for Change

- Increase in size of organization
- Increase in time constraints—some departments/offices find it difficult to participate fully
  - Instructor capacity
  - Implementation of new learning management software









- Two-tiered approach
   Online learning plan
   In-person learning plan
- Shortened in-person courses
- Shortened in-person curriculum (months)
- Retention of case study/community service project



# 2026 Leadership Academy (online) Curriculum



#### **Public Service Training**

Introduces new hires to public service and our service expectations.



#### **Leadership Training**

Preparing future managers with skills needed for leadership roles.



#### **Employment Law Training**

Offering specialized knowledge in areas such as EEO laws and discipline and termination



#### **Communication Training**

Enhancing communication, teamwork, and problem-solving abilities.



20 Hours of self-paced instruction

# 2026 Advanced Leadership Academy (in-person) Curriculum

(to begin January 2027)

#### **Advanced Leadership Academy Curriculum** Intro to County Government II-IV • Development exercise Organizational dynamic exercise + Hot Topics 25 hours of • Public records, social media, etc. in-person **Budgeting** instruction Tilt 365 Personality Assessment People First/Organizational Excellence Supervision II **Effective Leadership CHATHAM COUNT** Seminars in Leadership and Management Graduation



#### **Chatham Employees benefit from:**

- Convenient one-stop location for all course activities in the Dashboard
- Automated email notifications
- Supervisors can track course progress for added employee support
- Full autonomy to complete courses at their pace
- Access to their materials and certificates even after completing the academy
- Complete transcript

#### **External Learners can benefit from:**

Same user experience as a regular employee...except...they can ONLY access Learn

\*Their accounts are also deactivated after completing the academy\*





#### **Human Resources benefits from:**

- A "set it and forget it" implementation that can be easily replicated year to year
- Auditing and reporting features
- Centralized location for all information
- No more calendar invites to all participants

Overall increased efficiency, cost savings, and capacity to focus on other projects!

This makes the HRIS very happy





### 2026-2027 Instructional Cycle

Enrollment Nov-Dec 2025 Leadership Academy Jan-July 2026 Advanced Academy Aug 2026-April 2027



