

# LITERACY ASSISTANCE CENTER ACADEMY Leadership Development for Emerging Leaders



## ▶ Leadership Certificate Program



Literacy Assistance Center

Join us on...



The Literacy Assistance Center Academy of New York City is proud to announce that we are now taking applications for our Certificate Program in Leadership Development for the Emerging Leader. This is six-month program that combines monthly skill-building workshops with one-on-one leadership coaching.

This is a program for new and first-level program managers stepping up to positions where they play a major role in developing or implementing organizational objectives.

By working with leadership coaches, participating program managers will learn how to identify their most significant challenges and to set goals to address them. Then they will identify an action plan to meet those goals. These emerging leaders will strengthen their ability to meet critical challenges in the field.

**What a previous participant says:**

“I have grown in 5 areas: (1) engaging in strategic planning in order to set attainable goals (2) developing crucial delegation skills (3) taking affirmative action on my weaknesses (4) as a leader, gaining knowledge about the non-profit sector by building relationships with other trainees (5) discovering my leadership credo and confirming my personal beliefs about leadership and enabling me to focus more on these ideals.”

Gina Vellani, Adult Education Manger,  
Arab American Family Support Center



**What a coach says:**

“these emerging leaders are developing the wisdom to value collective input of the team they lead while responding to the needs of the communities and stakeholders they serve. They learn to see obstacles as possibilities. They learn to convey ideas so that people are inspired and moved to action. They articulate a vision for the future that goes beyond the job. We all begin to see why we want to be part of this endeavor of public service.”

Ken English, Leadership Coach,  
New York Public Library



## Date and Time Schedule 2012

### Spring 2012 Intensive

Two-Week Program

Class Dates: April 24, 2012 – May 5, 2012

Application Deadline: March 23, 2012

### Summer 2012 Intensive

Two week Program

Class Dates: August 7, 2012 – August 18, 2012

Application Deadline: July 25, 2012

In both of these programs, participants attend 36 hours of on-site classes supplemented by extensive one-to-one personal coaching. Participants accumulate an additional 60 -120 hours of study and reflection as part of an online community of practice. Earns up to 10 CEU's.

### Tuition and Fees

**Tuition:** \$825.00

**Application and Processing Fee:**  
\$25.00

**To Apply:** An application is required to be admitted to this program. To apply go to <http://lacnyc.org/profdev/Academy>

**Open House:** Learn more about this program on at the Literacy Assistance Center Wednesday Open Houses.

**For more information:** Please contact Marilyn J. Rymniak at [marilyn@lacnyc.org](mailto:marilyn@lacnyc.org) or at 212-803-3322.

## Monthly Leadership Certificate Topics

- I. Developing Leadership Workplans
- II. Leadership and Vision
- III. Understanding Organizational Content
- IV. Interactive Program Development
- V. Communicating Effectively
- VI. Building Networks of Influence

“At the beginning of the LAC Initiative I looked for answers in my coach. I quickly learned that is not the case. The answers are in me.”

Berenice Rejalaga,  
Sunnyside Family Literacy Program

# Literacy Assistance Center Academy

For almost 30 years, the Literacy Assistance Center (LAC) of New York City has been the principal Professional Development and Education provider for adult educators and adult literacy education programs throughout the five boroughs of New York City. LAC courses for teachers and managers include offerings in GED teaching, family literacy, health Literacy,

workforce development, leadership development, Teaching English to Speakers of Other Languages and Adult Basic Education.

Recognized as a national leader in adult education, the LAC Academy offers five certificate-based programs: the Adult Literacy Education Core Curriculum (ALECC), Leadership Development for Emerging Leaders, the Teaching of English as a Second Language to Adults (TESLA), GED Prep and Freirian Popular Education.

All five can make a difference in your career and life by providing you with:

- n Core knowledge
- n Opportunities to share ideas and experiences with peers
- n A chance to try out new strategies and methods and get immediate feedback
- n A valuable credential from a reputable leader in adult education

For more information about the **Literacy Assistance Center**, please visit our website at [www.lacnyc.org](http://www.lacnyc.org) or call us at **212-803-3351**.

**Come visit us in New York City.**



**Literacy Assistance Center**

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