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*The Advocacy Institute Is Pleased to Present*

**PROGRAM ANNOUNCEMENT**

**NAGTRI MANAGEMENT TRAINING**

**January 5, 2017**

**8:30 a.m. to 4:30 p.m.**

**Richard J. Hughes Justice Complex  
4th Floor Conference Center (Room A)  
25 Market Street Trenton, New Jersey**

**January 6, 2017**

**9:00 a.m. to 3:30 p.m.**

**Richard J. Hughes Justice Complex  
4th Floor Conference Center (Rooms D1 & D2)  
25 Market Street Trenton, New Jersey**

**PLEASE READ: NOTICE REGARDING COURSE MATERIALS**  
**Materials will be provided for this course.**

*Program Summary*

Attorney managers must direct the activities of their attorneys and administrative staff in supporting the policies of the Attorney General and insuring that the work of their units is accomplished effectively and efficiently. Equally important, attorney managers are responsible for creating a collaborative workplace environment where staff works with their managers and each other in an atmosphere of trust, confidence, and commitment.

This program addresses the most critical management and leadership knowledge and skills that government attorneys need to achieve these accountabilities and to effectively perform their roles as attorney managers. The program will use case studies from Attorneys General offices, experiences of their colleagues, short lectures, large group discussions, self-evaluations, and management simulations to address leading a unit/division/bureau, motivating staff, controlling the uncontrollable, addressing issues in making the transition to attorney manager, delegation, providing constructive criticism, dealing with problem employees, personal motivations to manage, and managing change.

### *Who Should Attend?*

**This program is for AAsG, Section/Bureau Chiefs and Assistant Section/Bureau Chiefs within the Division of Law in Department of Law and Public Safety and managers from other divisions in the Department of Law and Public Safety who have been selected to attend this course. If you are not an AAG, Section/Bureau Chief or Assistant Section/Bureau Chief in the Division of Law or have not already been selected to attend this course, please do not attempt to register.**

### *Who Is the Faculty?*

**Al Lama** joined the National Association of Attorneys General (NAAG) in June 2014 as NAAG Chief of Staff and Senior Program Counsel for the National Attorneys General Training and Research Institute (NAGTRI). Previously, he served in government law practice in New Mexico for over 25 years.

He received his J.D. degree from the Creighton University School of Law in Omaha, Neb., and his Bachelor of Arts degree in English from the University of Arizona in Tucson, Ariz. Al began his law career as staff counsel to the New Mexico Department of Public Safety. In December 1990, he began working as an assistant attorney general for New Mexico Attorney General Hal Stratton. He served in the administrations of three other New Mexico attorneys general in a variety of capacities. From 2007 to 2014, Al served as Chief Deputy Attorney General for Attorney General Gary King.

Al is a member of the State Bar of New Mexico and the Federal District Court Bar, New Mexico. He served as President of the Public Law Section and as an appointee of the Board of Bar Commissioners to a four-year term on the State Judicial Standards Commission. In 2014, Al was selected as the New Mexico Public Lawyer of the Year by the New Mexico State Bar Association. Al is a former delegate to South Korea and senior delegate to Turkey for the American Council of Young Political Leaders. He recently completed his tenure as president of the Board of Southwest Care Center, a non-profit health care facility located in Santa Fe, N.M., that serves the health care needs of underserved local communities in northern New Mexico.

### *CLE Credit*

**NJ CLE Credit:** This program had been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 12.9 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

**NY CLE Credit:** 12.5 substantive credits (pursuant to the approved jurisdiction policy).

**PA CLE Credit:** 10.5 substantive credits (\$16.50 mandatory registration fee required).

## How Do I Register?

### State Employees

Most State employees are able to register for this course by going to <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> and creating an AGAI Course Registration account. To do so, your computer **must** be attached to the government's Garden State Network. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.

### Non-State Employees or State Employees not Connected to the Garden State Network

If you are not a State employee, or are otherwise unable to access the AGAI Course Registration System through the Garden State Network, kindly email the Advocacy Institute at: [AdvocacyInstitute@lps.state.nj.us](mailto:AdvocacyInstitute@lps.state.nj.us) for an authorization code to allow you access to the AGAI Course Registration System through the My New Jersey portal. **Setting up your account through the portal is a two-step process, the details of which are set forth in the next two paragraphs.**

Once you receive the portal authorization code you will be prompted to go to the My New Jersey portal at <http://www.state.nj.us/> and create a portal account. Once your portal account is created you are prompted to enter your authorization code. This is Step 1 of the process, which you need only do once.

**If you have already been issued an authorization code in the past you do not need to request another one.** You can log into your account on the Garden State Network at <http://www.state.nj.us> and under the heading NJ L&PS Applications you will see the Attorney General's Advocacy Institute's Registration System. Click on that and log into your account on our system.

Upon setting up your portal account, you need to set up your AGAI Course Registration System account. This is Step 2. To do so, log on to the My New Jersey Portal <http://www.state.nj.us/>. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a new user name and password. Once you create your account, you can access the AGAI Course Registration System at <http://reg2.dcj.lps.state.nj.us/lpcreg/login.aspx?portalid=2> to register for future courses or to manage your account. Please retain your user name and password for your records.