



The Advocacy Institute Is Pleased to Present

PROGRAM ANNOUNCEMENT

**MANAGEMENT TRAINING PART III
STRATEGIES FOR ENHANCING CASE MANAGEMENT SKILLS**

January 10, 2017

2:00 p.m. to 5:00 p.m.

**Richard J. Hughes Justice Complex
6th Floor Point Meeting Area
25 Market Street, Trenton, NJ**

January 11, 2017

2:00 p.m. to 5:00 p.m.

**Richard J. Hughes Justice Complex
6th Floor Point Meeting Area
25 Market Street, Trenton, NJ**

February 7, 2017

10:00 a.m. to 1:00 p.m.

**7th Floor - Monmouth Room
124 Halsey Street, Newark, NJ**

February 8, 2017

2:00 p.m. to 5:00 p.m.

**Richard J. Hughes Justice Complex
6th Floor Point Meeting Area
25 Market Street, Trenton, NJ**

February 28, 2017

10:00 a.m. to 1:00 p.m.

**Richard J. Hughes Justice Complex
6th Floor Point Meeting Area
25 Market Street, Trenton, NJ**

March 16, 2017

2:00 p.m. to 5:00 p.m.

**Richard J. Hughes Justice Complex
6th Floor Point Meeting Area
25 Market Street, Trenton, NJ**

NOTICE REGARDING COURSE MATERIALS

Materials will be provided for this course.

Program Summary

Management Training Part III will build upon Management Training Parts I and II, which were presented in 2015 and 2016. Through a combination of lectures, table and group discussions, this course will focus on how attorneys can better manage their individual caseloads and their overall practice of law by providing strategies for enhanced efficiency and productivity. The course will address issues that typically impede productivity and distinguish between workplace concerns that are under participants' control and those which are not. Managers will gain insight into their own work styles and learn tools and skills that will improve their overall case management, create strategies for managing workplace obstacles and enhance the ability to assist their subordinates with workflow issues.

Who Should Attend?

This program is for AAsG, Section/Bureau Chiefs and Assistant Section/Bureau Chiefs within the Department of Law and Public Safety.

Who Is the Faculty?

Jonathan Sibley, LCSW, MBA, trains and coaches business and government leaders, executives, and management teams for greater effectiveness by helping them to better understand how their performance compares to the expectations of their key constituencies; identify and overcome important blind-spots and obstacles to greater effectiveness; improve their ability to deal with conflict, build their capacity for effective, difficult conversations; enhance and build on their strengths while finding strategies to compensate for and improve upon weaker areas; and improve key business relationships.

Jonathan is a certified facilitator of Kegan and Lahey's Overcoming Immunity to Change methodology and has coached a variety of executives, within for-profit and not-for-profit organizations – from mid-level and senior executives to the chairperson of a board of directors. Jonathan also provides coaching for Karlin Sloan & Company, NetExpat, and SupportTED (coaching TED fellows) as well as intercultural training for NetExpat.

Jonathan has delivered presentations on coaching and overcoming immunity to change at multiple conferences in the United States, England, and Mexico. Jonathan also completed research on the coaching process under a grant from Harvard University's Institute of Coaching. During his career at American Express, Jonathan led cross-functional product development teams using new technologies, oversaw a 4 million dollar technology budget, served as an internal and external consultant with executives in Fortune 500 companies, and was the recipient of multiple awards for quality and innovation.

Jonathan has lived in the United States, France, Spain, Germany, Switzerland, and Brazil and is fluent in English, French, Spanish, German, and Portuguese. This experience is helpful in working with multinational executives and their teams but has also proven critical in identifying and working with subtle differences in individual and organizational cultures and sub-cultures. Jonathan holds a coaching certificate from Executive Coach Academy, an MBA from INSEAD in Fontainebleau, France, an MSW from Columbia University, and a BA from Princeton University.

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 3.0 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

NY CLE Credit: 3.0 substantive credits (pursuant to the approved jurisdiction policy).

PA CLE Credit: 2.5 substantive credits (\$4.50 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 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.