MAPS
Management Advancement for the Public Service

Invest in Your Career by signing up for MAPS today!

For more than 50 years, the John Glenn College of Public Affairs has provided training for public and nonprofit professionals to become better leaders. Classes are specific, approachable, and interactive. Each one-day course is designed to sharpen your skills, prepare you for the next step in your career, and nurture your passion for public service.

The John Glenn College of Public Affairs provides professional training in leadership, personal development, diversity equity and inclusion, program management, and more. Classes are offered virtually on Zoom and in-person on Ohio State's campus.

Program Highlights

- Class size is capped so everyone has an opportunity to participate.

- One-day time commitment. Participants earn 6 hours of Continuing Professional Education (CPE) and Continuing Education Unit (CEU) credit.

- Classes are offered online and in person at the OSU Columbus campus.

- $275 per course - discounted rates available if your employer is a MAPS member. Assistance may be available to cover program costs through The Ohio State University or other employer-sponsored professional development programs

See the Complete Course Schedule

For more information contact: glenn-training@osu.edu or 614-292-3242

THE OHIO STATE UNIVERSITY
JOHN GLENN COLLEGE OF PUBLIC AFFAIRS

October Courses

Thriving as a Mid-Level Leader in Today's Workforce *new*
Instructor: Dr. Todd Suddeth

Wednesday, October 5, 2022
8:30 - 4:00 In-Person at OSU

Mid-level leaders, or middle managers, are tasked with meeting the demands of people at higher levels of the organization while providing leadership and resources for the people on their team. Learn how to thrive as a mid-level leader in today's workforce by understanding best practices, participating in small group discussions and exercises, and facilitating your continued development as a leader in your organization.

Transitioning into Supervision
Instructor: Sallie Voyles

Tuesday, October 11, 2022
8:30 - 4:00 In-Person at OSU

Learn skills to shift your focus from being an employee to entering the world of management as a supervisor. Key topics include leadership basics, effective communication, team-building, time management, and conflict resolution. During the session, participants will create a developmental leadership plan that includes resources and skill enhancements.

Data Visualization: The Art of Storytelling
Instructor: Nego Jovanovich

Wednesday, October 12, 2022
8:30 - 12:30 Virtual on Zoom

It's estimated that 2.5 quintillion bytes of data is created every single day. With this much data being created, its more important then ever to create visualizations that tell the story of the data, without confusing the audience. Discover how to create a better visual and how to translate data to the different audiences.

Becoming a "Kaizen" Leader
Instructor: Patrick Donadio

Thursday, October 13, 2022
8:30 - 4:00 In-Person at OSU

The Japanese word for continuous improvement is "Kaizen". Explore what it takes to go to the "next level" and helps you discover where you can improve as a leader. This interactive program will show you how to apply the principles to your daily routine, increasing your personal and leadership effectiveness.

Project Management Fundamentals
Instructor: Jay Johnson

Tuesday, October 18, 2022
8:30 - 12:30 Virtual on Zoom

Whether you lead a project, are part of a team, or are sponsoring a project, this course will provide you with the concepts, tools and terminology that will assist in project success. ! Participants will learn the project framework, life cycle and knowledge areas including setting the schedule and budget, managing risks, and managing the scope of the project.

Fundamentals of Grant Writing
Instructor: Dr. Tina Pierce, Ph.D.

Wednesday, October 19, 2022
8:30 - 4:00 In-Person at OSU

This course is designed for individuals who want to not only get better at writing successful proposals, but also get better at the process of researching and applying for foundation and government grants. Participants will learn how to write a proposal that is compelling, persuasive, and addresses the interests of multiple audiences.

Learning to Lead During Change *new*
Instructor: Erica Jonak

Tuesday, October 25, 2022
8:30 - 12:30 Virtual on Zoom

Participants will learn more about who they are in life and in leadership through exploring goals, values, and drivers that will ground them and establish a framework to approach a variety of life transitions. By the end of this course, participants will create a "vision statement of impact" action plan for leadership.

November Courses

Advanced Excel
Instructor: Nego Jovanovich

Tuesday, November 1, 2022
8:30 - 12:30 Virtual on Zoom

This course focuses on intermediate-to-advanced Excel skills such as PivotTable creation/customization, advanced formulas for data cleaning and analysis, data validation, and data analysis using the Analysis ToolPak Add In. Real world examples related to public policy problem definition, policy formulation, implementation, or evaluation are used.

Leading with Integrity and Inclusivity in Public Service *new*
Instructor: Marilyn Brown

Thursday, November 3, 2022
8:30 - 12:30 Virtual on Zoom

Integrity and inclusiveness are key aspects of managing and supervising well. Taught by former Franklin County Commissioner, Marilyn Brown, this course will explore best practices in leadership and management and will teach participants how to supervise a team with integrity and inclusivity.

Keys to Leading a Thriving Team *new*
Instructor: Tayo Switzer

Wednesday, November 9, 2022
8:30 - 4:00 In-Person at OSU

Participants learn what it takes to create a successful team in today's work settings. The course introduces five key attributes needed for a successful team and six key behaviors team members must display to work together effectively.

Battling Emotional Exhaustion: Choosing to Thrive Instead of Simply Surviving
Instructor: Dr. Jamilah Hackworth

Tuesday, November 15, 2022
8:30 - 12:30 Virtual on Zoom

This course highlights the depth of burnout, its consequences, and tangible strategies that can be used to mitigate emotional exhaustion and promote vitality – a state of professional fulfillment and commitment to personal growth.

Business Writing for Effective Communication
Instructor: Sallie Voyles

Thursday, November 17, 2022
8:30 - 12:30 Virtual on Zoom

Enhance your written communication skills, enabling greater success professionally and personally.

Presenting with IMPACT
Instructor: Patrick Donadio

Tuesday, November 29, 2022
8:30 - 4:00 In-Person at OSU

This interactive program is designed to start you on your way to becoming more organized, confident, dynamic, and entertaining presenter. This engaging, hands-on workshop is for anyone who must speak or present to a group, run business meetings, and/or sell ideas to others.

Leadership Strategies to Create Socially Just Organizations and Communities
Instructor: Dr. Don Stenta

Wednesday, November 30, 2022
8:30 - 12:30 Virtual on Zoom

This course is focused on how you as a leader can disrupt organizational systemic issues to shape organizations and communities to lead with a focus on social justice and collective action.

December Courses

The Budget as an Important Tool for Management *new*
Instructor: Mark Barbash

Wednesday, December 7, 2022
8:30 - 4:00 In-Person at OSU

A budget is more than a financial report. It is a primary tool for development, implementing and measuring policy and program initiatives. This course will explore budgeting concepts and practice, how budgets reflect an area's economy, demographics, and society, and how effective budgeting can be essential for the leader and manager of an organization.

Analyzing Organizational Effectiveness (Evaluations, Audits, and Analyses)
Instructor: Dr. Leigh Anderson

Thursday, December 8, 2022
8:30 - 12:30 Virtual on Zoom

Learn how to analyze the effectiveness of your organization by developing the skills to conduct program evaluations, performance audits, and policy analyses. Participants will gain knowledge needed to design and administer these strategies and will learn how to prioritize activities to evaluate overall organizational success.

January Courses

Battling Emotional Exhaustion: Choosing to Thrive Instead of Simply Surviving
Instructor: Dr. Jamilah Hackworth

Tuesday, January 24, 2023
8:30 - 12:30 Virtual on Zoom

Learn to address the depth of burnout, its consequences, and tangible strategies that can be used to mitigate emotional exhaustion and promote vitality – a state of professional fulfillment and commitment to personal growth.

Addressing Conflict in the Workplace *new*
Instructor: Chris Angellatta

Thursday, January 26, 2023
8:30 - 12:30 Virtual on Zoom

This training offers a broad overview of techniques and skills used to navigate conflict in the workplace, and will cover topics such as: organizational culture & systems, conflict management, performance management, current challenges.

February Courses

Fundamentals of Basic Excel
Instructor: Nego Jovanovich

Tuesday, February 7, 2023
8:30 - 12:30 Virtual on Zoom

This course focuses on the acquisition of basic-to-intermediate Microsoft Excel skills from data entry and data management practices, through formatting, nested formulas, and table and chart construction/customization.

Becoming an Inclusive Supervisor *new*
Instructor: Dr. Todd Suddeth

Thursday, February 9, 2023
8:30 - 12:30 Virtual on Zoom

By learning how to be an inclusive supervisor, managers can co-create a work environment where people from all social identities perform at their best because they feel empowered, appreciated and supported.

Communicating with IMPACT
Instructor: Patrick Donadio

Thursday, February 16, 2023
8:30 - 12:30 Virtual on Zoom

Learn a practical six-step system to lead more effectively, communicate clearly, listen attentively, create deeper relationships, enhance your credibility, build stronger teams, manage change, give better service, achieve greater results, positively impact others, and make a greater IMPACT in your work.

Managing in the Middle using High-Impact Communication *new*   Tuesday, February 21, 2023
Instructor: Elisha Hill   8:30 - 12:30 Virtual on Zoom

Those in middle management are often held to lofty standards and are under extreme pressure to meet the needs of their leaders, teams, peers and even the organizations' customers. This course will equip middle managers with high impact communication skills to better align the expectations and goals of their stakeholders, while also leveraging energy management techniques to maintain their wellbeing.

Performance Appraisals as Tools for Success *new*   Thursday, February 23, 2023
Instructor: Sallie Voyles   8:30 - 12:30 Virtual on Zoom

Learn how to better evaluate employee performance, communicate feedback, and develop an effective individual developmental plan for your team.

March Courses

Workplace Empowerment Strategies for High Performance   Wednesday, March 1, 2023
Instructor: Jim White   8:30 - 4:00 In-Person at OSU

This highly introspective and interactive training will provide practical tools, skills, and strategies that will increase workplace effectiveness, accountability, ownership, behaviors, and relationships thus making a positive impact on the productivity, and synergy of work to increase bottom-line goals.

Proven Techniques to Manage a Virtual Workforce *new*   Thursday, March 2, 2023
Instructor: Tayo Switzer   8:30 - 12:30 Virtual on Zoom

The course addresses the challenges of relying on social technology platforms to get work done. Participants learn how their leadership style can work effectively in a remote work environment and how to create effective meetings, track performance, and recognize and reward others.

Did I Hear That? Strategies for Responding to Microaggressions and Bias Tuesday, March 14, 2023
Instructor: Dr. Jamilah Hackworth   8:30 - 12:30 Virtual on Zoom

Using an interactive case-based approach, attendees will learn about racism, colorblindness, implicit/explicit bias, and microaggressions and gain the knowledge and skills to increase their capacity to respond to bias in the workplace.

Understanding Cost-Benefit Analysis   Thursday, March 16, 2023
Instructor: Rob Moore   8:30 - 12:30 Virtual on Zoom

Participants will learn how concepts in cost-benefit analysis can help policymakers think more clearly about the impacts of policy options they have at their disposal and the trade-offs they pose.

Effectively Deconstructing Conflict Using Alternative Dispute Resolution *new*   Tuesday, March 21, 2023
Instructor: Brandon McClain   8:30 - 12:30 Virtual on Zoom

This course will focus on developing foundational principles as well as sharpening existing skills pertaining to conflict resolution. Participants will review various methods of dispute resolution with an emphasis on conflict management and resolution.

Understanding Yourself and Others Using the Enneagram

Instructor: Brian Miller

Thursday, March 23, 2023
8:30 - 12:30 Virtual on Zoom

Learn about core motivations, how they drive behavior, and how to create a pathway for personal growth using the Enneagram, a tool that goes much deeper than normal personality systems.

Data Visualization: The Art of Storytelling

Instructor: Nego Jovanovich

Tuesday, March 28, 2023
8:30 - 12:30 Virtual on Zoom

It's estimated that 2.5 quintillion bytes of data is created every single day. With this much data being created, its more important then ever to create visualizations that tell the story of the data, without confusing the audience. This course will teach participants how to create a better visual and how to translate data to the different audiences.

Effective Delegation

Instructor: Gar Trusley

Wednesday, March 29, 2023
8:30 - 4:00 In-Person at OSU

Learn about the benefits of effective delegation, how to delegate effectively, why some team members may push back, and how to develop effective teams through delegation.

April Courses

Practical Skills for New Supervisors

Instructor: Stefanie Coe

Wednesday, April 5, 2023
8:30 - 4:00 In-Person at OSU

This course will focus on the transition from peer to supervisor roles. Participants discuss staff management, goal setting, staff evaluations, dealing with the friend v. supervisor role and discipline.

Foundations of Community Engagement

Instructor: Dr. Tina Pierce

Tuesday, April 11, 2023
8:30 - 12:30 Virtual on Zoom

As a community leader, it is important for you to have a good understanding of the purpose, approaches and tools for engaging your community, and working effectively with your leadership team to promote community engagement. During this session, participants will learn best practices for community engagement.

Difficult Conversations, Positive Outcomes

Instructor: Brian Miller

Thursday, April 13, 2023
8:30 - 12:30 Virtual on Zoom

Gain techniques for more productive communication and problem solving, including a step-by-step approach for holding your toughest conversations with less stress and more success.

Building a Succession Pipeline   *new*

Instructor: Tayo Switzer

Tuesday, April 18, 2023
8:30 - 4:00 In-Person at OSU

This course approaches succession planning as an organizational responsibility, where everyone can and is expected to play a role in successful succession practices. Participants explore the importance of succession management and how everyone in the organization is already contributing to how it is done today.

Running Effective Virtual Meetings

Instructor: Patrick Donadio

Wednesday, April 19, 2023
8:30 - 12:30 Virtual on Zoom

Virtual meetings are becoming more common. While different than those held in-person, it's important to navigate the nuance technology brings and make adjustments with that in mind. Learn how to offer positive, productive, and professional value to your online meetings that will build confidence in the leaders who manage them and their teams.

Communication Skills Bootcamp for Public Service Professionals *new*
Instructor: Judy Zimomra

Wednesday, April 26, 2023
8:30- 4:00 In-Person at OSU

This course offers strategies to improve and elevate the ability to communicate concisely, clearly, completely and credibly is a critical skill in the public policy arena.

Group Decision-making Using Parliamentary Procedure *new*
Instructor: Rob Moore

Thursday, April 27, 2023
8:30 - 12:30 Virtual on Zoom

Discover how parliamentary procedure can enhance your organization or group's decision-making capacity, and how Robert's Rules of Order can serve as a tool to allow individuals to participate fully in meetings.

May Courses

Effective Strategic Planning
Instructor: Sallie Voyles

Tuesday, May 2, 2023
8:30- 4:00 In-Person at OSU

Explore the purpose and process of effective strategic planning, how and when to involve external and internal communities, and what to avoid.

Professional Presence for Women: Navigating Career Challenges & Opportunities
Instructor: Dr. Marcia Chambers

Wednesday, May 3, 2023
8:30- 4:00 PM In-Person at OSU

Explore topics such as imposter syndrome, the Double-Bind Paradox, self-advocacy , effective and authentic leadership, and overcoming challenges in the workplace.

Ohio Public Records Law; To Release or Not, That is the Question
Instructor: Ryan Stubenrauch

Thursday, May 4, 2023
8:30 - 12:30 Virtual on Zoom

Learn what records citizens are allowed to see, how to provide information to reporters without violating the law, and protect your agency from lawsuits.

Developing Your Personal Approach to Leadership   *new*
Instructor: Dr. Michelle Thomas

Tuesday, May 9, 2023
8:30 - 4:00 In-Person at OSU

During this interactive session, participants will examine their approach to leadership and determine modifications needed to advance their leadership journey.

Inclusive and Anti-Bias Writing Practices in Public Service *new*
Instructor: Dr. Sunny Munn

Wednesday, May 10, 2023
8:30- 12:30 Virtual on Zoom

In this course, participants will learn the foundations of inclusive and anti-bias language and how to apply this lens to their writing, editing, and document review practices.

Communicating with IMPACT
Instructor: Patrick Donadio

Thursday, May 11, 2023
8:30 - 4:00 In-Person at OSU

Learn a practical six-step system to lead more effectively, communicate more clearly, present more powerfully, create deeper relationships, and get better results at work.

Project and Event Management Made Simple
Instructor: Quanetta "Q" Batts

Wednesday, May 17, 2023
8:30 - 4:00 In-Person at OSU

Learn how to quickly organize a project or event in addition to your normal work responsibilities, including templates for every step of a simplified event management process.

Navigating A Multi-Generational Workplace
Instructor: Jim White

Wednesday, May 31, 2023
8:30- 4:00 PM In-Person at OSU

Learn to recognize generational differences at work and develop strategies that improve generational workplace leadership, communication, and mentoring.

Time Management Strategies
Instructor: Patrick Donadio

Thursday, June 1, 2023
8:30- 4:00 PM In-Person at OSU

Learn how to manage your time and work smarter, not harder.

June Courses

Advanced Excel
Instructor: Nego Jovanovich

Tuesday, June 6, 2023
8:30 - 12:30 Virtual on Zoom

Gain experience with Excel operations relevant for intermediate-to-advanced skills, including PivotTable, advanced formulas for data cleaning and analysis, data validation, and data analysis using the Analysis ToolPak add-in.

Anti-Racism 101
Instructor: Jennifer Sconyers

Thursday, June 8, 2023
8:30 - 12:30 Virtual on Zoom

Learn the role individual leaders can take to become an effective ally of anti-racism, clarifying what that role is and is not.

Leading with Inclusion and Cultural Agility
Instructor: Stephen Francis

Tuesday, June 13, 2023
8:30- 4:00 PM In-Person at OSU

Understand the core competencies of diversity, equity, inclusion, and cultural competence and develop the skills to help your organization succeed creating and inclusive environment.

Fundamentals of Public and Nonprofit Fundraising   *new*
Instructor: Leighton Wilson

Wednesday, June 14, 2023
8:30- 12:30 PM Virtual on Zoom

Learn the best practices used by the most successful public and nonprofit organizations and universities to raise money.

Understanding Privilege and Positionality for Social Change
Instructor: Dr. Andrew Whalen

Thursday, June 15, 2023
8:30 - 12:30 Virtual on Zoom

Examine the ways our identities shape the societal privileges we may or may not have, and how to strive for social justice as individuals and professionals.

The Manager's Guide to Navigating Complex Decision-Making   *new*
Instructor: Dr. Lisa Gajary

Tuesday, June 20, 2023
8:30- 4:00 PM In-Person at OSU

By discovering how our brains work and the mental models that we use to make decisions, you will gain concrete ideas that you can use to navigate complex decision-making in the best way.

Current Trends in Human Resources Documentation, Communication, and Policy
Instructor: Stefanie Coe

Wednesday, June 21, 2023
8:30- 4:00 PM In-Person at OSU

This course provides an overview of HR documentation best practices, communication strategies, and policy analysis to create safer, more equitable workplaces. Learn how to effecitvely document events or issues, communicate to teammembers, and analyze policies related to HR issues.