

29 SECTION C. ESTABLISHMENT OF A MANAGEMENT DEVELOPMENT/CONTINUITY
30 PROGRAM

- 31 1. The Personnel Director, in cooperation with Appointing Authorities, shall establish,
32 administer and evaluate a management development program. The purpose of the
33 management development program shall be to:
- 34 a. promote professional management practices in all areas of County Government;
 - 35 b. promote leadership competencies among talented and promising employees;
 - 36 c. establish and maintain a pool of qualified applicants for managerial vacancies.
- 37 2. The program shall include but not be limited to:
- 38 a. assessment of managerial competencies and identification of developmental
39 needs;
 - 40 b. education and training in the theory and practice of management in the public
41 sector;
 - 42 c. developmental job assignments that expose participants to all aspects of
43 managing, including but not limited to planning, budgeting, implementing, and
44 controlling.
- 45 3. A description of the management development program shall be maintained in a
46 separate manual.

47 SECTION D. ESTABLISHMENT OF DEPARTMENTAL TRAINING AND
48 DEVELOPMENT PROGRAMS

- 49 1. Departments shall have the primary responsibility for developing specialized training
50 programs to meet their respective needs.
- 51 2. Upon request, the Division of Personnel shall assist departments in identifying their
52 specific training needs and developing and presenting programs to meet those
53 needs. The Division of Personnel may also assist in evaluating employee job
54 performance to measure the effectiveness of the training.

55 SECTION E. USE OF OUTSIDE THE COUNTY RESOURCES – The Personnel
56 Director may make arrangements with outside resources for assistance in meeting the
57 training and development needs of the County.

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- 58 SECTION F. ESTABLISHMENT OF A TUITION ASSISTANCE PROGRAM
- 59 1. The Personnel Director shall establish a program through operating departments to
- 60 provide financial assistance to employees for educational courses which are:
- 61 a. applicable to the employee's job responsibilities and duties;
- 62 b. required for an applicable degree program; or
- 63 c. of such nature and quality to directly contribute to the employee's value and
- 64 potential growth in the County.
- 65 2. A description of the Tuition Assistance Program shall be in a separate manual.