

Learn, Engage, Apply and Perform (LEAP) Program

In 2017-18, the County Administrative Officer is launching a three-year Learn, Engage, Apply and Perform (LEAP) Program to help develop new leaders in our County family. The objective of the program is to value and encourage the active participation of employees at all levels in strategic planning, performance measurement and process improvement. The program will help develop a common language, culture and approach across departments.

Prospective participants were selected by department heads as those who will be working for the County in five years and have the potential to lead organizational and cultural changes. Nominees display the following characteristics:

- Open to continually growing, learning and problem-solving
- Comfortable with teaching or coaching others
- Ability to serve as a trainer and/or mentor for future leadership activities
- Willing to participate in a minimum of one training day monthly

All participants in the LEAP Program will earn a credential from the California State Association of Counties (CSAC) Institute, and will also complete a small number of other on-site and online classes through the County. During the first year of the program, the CSAC classes will take place off-site at locations in Contra Costa, Merced or Sacramento, and the County is working with CSAC to host courses on-site for two years beginning in 2018-19.

Staff from the County Administrative Office and Personnel Department reviewed the nominations and selected a group of 40 people for the first two groups, as follows:

- *Group A* will be a class of 10 that will participate in the off-site CSAC classes and the on-site and online County classes in 2017-18.
- *Group B* will be a class of 30 that will begin with the on-site and online County classes in 2017-18 and take the on-site CSAC classes when they become available in 2018-19.

At a later date, nominations will be solicited for *Group C*, a third class of 30, which will take the on-site and online County classes in 2017-18 and on-site CSAC classes in 2019-20.

The County Administrative Office is sharing the cost of the CSAC credential (\$1,290 per employee including tuition, course materials and lunch) with departments and will also cover the cost of the other County classes. Departments will cover their employees' travel costs.