

2009-2010 Conservation Leadership and Employee Development Curriculum Course Schedule

Course Name	Course #	Date/ Location	Course Leader Phone Number	Closing Date Non FWS Fee
ALDP Coaching Workshop	LED5133	09/30-10/02/09 Shepherdstown, WV	Dave Medaris 304.876.7474	Not applicable FWS Only
ALDP Coaching Workshop	LED5133	09/29-10/01/10 Shepherdstown, WV	Dave Medaris 304.876.7474	Not applicable FWS Only
Advanced Leadership Development Program – Cohort 8c	LED6078	07/20-24/09 Shepherdstown, WV	Dave Medaris 304.876.7474	Not applicable FWS Only
Advanced Leadership Development Program – Cohort 9a	LED6078	09/28-10/09/09 Shepherdstown, WV	Dave Medaris 304.876.7474	Not applicable FWS Only
Advanced Leadership Development Program – Cohort 9b	LED6078	01/25-29/10 Shepherdstown, WV	Dave Medaris 304.876.7474	Not applicable FWS Only
Advanced Leadership Development Program – Cohort 9c	LED6078	07/26-30/10 Shepherdstown, WV	Dave Medaris 304.876.7474	Not applicable FWS Only
Advanced Leadership Development Program – Cohort 10a	LED6078	09/27-10/08/10 Shepherdstown, WV	Dave Medaris 304.876.7474	Not applicable FWS Only
Advanced Supervision: Building on Experience	LED6166	08/24-28/09 Shepherdstown, WV	Carol Adams 304.876.7491	06/12/09 \$950
Advanced Supervision: Building on Experience	LED6166	03/22-26/10 Shepherdstown, WV	Carol Adams 304.876.7491	01/15/10 \$950
Advanced Supervision: Building on Experience	LED6166	08/23-27/10 Shepherdstown, WV	Jack Owens 304.876.7903	06/11/10 \$950
Applied Supervision	LED6102	05/04-08/09 Shepherdstown, WV	Carol Adams 304.876.7491	02/20/09 \$950
Applied Supervision	LED6102	07/13-17/09 Shepherdstown, WV	Carol Adams 304.876.7491	05/01/09 \$950
Applied Supervision	LED6102	09/14-18/09 Shepherdstown, WV	Carol Adams 304.876.7491	07/03/09 \$950
Applied Supervision	LED6102	11/02-06/09 Shepherdstown, WV	Carol Adams 304.876.7491	08/21/09 \$950
Applied Supervision	LED6102	01/11-15/10 Shepherdstown, WV	Carol Adams 304.876.7491	10/30/09 \$950
Applied Supervision	LED6102	02/08-12/10 Shepherdstown, WV	Carol Adams 304.876.7491	11/27/10 \$950
Applied Supervision	LED6102	05/03-07/10 Shepherdstown, WV	Carol Adams 304.876.7491	02/19/10 \$950
Applied Supervision	LED6102	07/26-30/10 Shepherdstown, WV	Carol Adams 304.876.7491	05/14/10 \$950
Applied Supervision	LED6102	09/13-17/10 Shepherdstown, WV	Carol Adams 304.876.7491	07/02/10 \$950
Building Better Job Aids	LED5S12	06/22-24/09 Shepherdstown, WV	Don Tollefson 304.876.7476	04/10/09 \$570
Building Better Job Aids	LED5S12	12/07-09/09 Shepherdstown, WV	Don Tollefson 304.876.7476	09/25/09 \$570
Building Better Job Aids	LED5S12	06/28-30/10 Shepherdstown, WV	Don Tollefson 304.876.7476	04/16/10 \$570
Coaching for Effective Performance	LED6179	04/14-16/09 Shepherdstown, WV	Carol Adams 304.876.7491	02/02/09 \$570
Coaching for Effective Performance	LED6179	10/21-23/09 Shepherdstown, WV	Carol Adams 304.876.7491	08/07/09 \$570

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3. New or pilot course.

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Coaching for Effective Performance	LED6179	04/19-21/10 Shepherdstown, WV	Paula Elder 304.876.7765	02/05/10 \$570
Crucial Conversations - Workshop	LED5153	12/14-16/09 Shepherdstown, WV	Jack Owens 304.876.7903	10/01/09 \$570
Crucial Conversations - Workshop	LED5153	06/07-09/10 Shepherdstown, WV	Jack Owens 304.876.7903	03/26/10 \$570
Designing and Delivering a Training Session	LED5109	06/22-26/09 Shepherdstown, WV	Paula Elder 304.876.7765	04/10/09 \$950
Designing and Delivering a Training Session	LED5109	11/16-20/09 Shepherdstown, WV	Paula Elder 304.876.7765	09/04/09 \$950
Designing and Delivering a Training Session	LED5109	02/01-05/10 Shepherdstown, WV	Jack Owens 304.876.7903	10/20/10 \$950
Designing and Delivering a Training Session	LED5109	06/21-25/10 Shepherdstown, WV	Paula Elder 304.876.7765	04/09/10 \$950
Designing and Delivering a Training Session	LED5109	09/13-17/10 Shepherdstown, WV	Paula Elder 304.876.7765	07/02/10 \$950
Effective Facilitation	LED5122	08/17-21/09 Shepherdstown, WV	Paula Elder 304.876.7765	06/05/09 \$950
Effective Facilitation	LED5122	01/11-15/10 Shepherdstown, WV	Paula Elder 304.876.7765	10/30/09 \$950
Effective Facilitation	LED5122	08/30-09/03/10 Shepherdstown, WV	Paula Elder 304.876.7765	06/18/10 \$950
Financial Fundamentals for Administrative Professionals	LED5127	07/27-31/09 Shepherdstown, WV	Paula Elder 304.876.7765	05/16/09 FWS Only
Financial Fundamentals for Administrative Professionals	LED5127	11/02-05/09 Shepherdstown, WV	Janelle Quinn 304.876.7489	08/21/09 FWS Only
Financial Fundamentals for Administrative Professionals	LED5127	05/03-06/10 Shepherdstown, WV	Janelle Quinn 304.876.7489	02/19/10 FWS Only
Financial Fundamentals for Administrative Professionals	LED5127	07/19-22/10 Shepherdstown, WV	Janelle Quinn 304.876.7489	05/07/10 FWS Only
Financial Transaction Processing	LED5130	01/25-28/10 Shepherdstown, WV	Janelle Quinn 304.876.7489	11/13/10 FWS Only
Increasing Your Personal Effectiveness	LED5128	05/11-15/09 Shepherdstown, WV	Paula Elder 304.876.7765	02/27/09 \$950
Increasing Your Personal Effectiveness	LED5128	12/07-11/09 Shepherdstown, WV	Paula Elder 304.876.7765	09/25/09 \$950
Increasing Your Personal Effectiveness	LED5128	08/02-06/10 Shepherdstown, WV	Paula Elder 304.876.7765	05/21/10 \$950
Introduction to Management Skills	LED6176	06/29-07/02/09 Shepherdstown, WV	Jack Owens 304.876.7903	04/17/09 \$760
Introduction to Management Skills	LED6176	11/16-19/09 Shepherdstown, WV	Jack Owens 304.876.7903	09/04/09 \$760
Introduction to Management Skills	LED6176	05/24-27/10 Shepherdstown, WV	Jack Owens 304.876.7903	03/12/10 \$760
Leadership Challenge Workshop, The	LED6109	05/18-20/09 Shepherdstown, WV	Bill Ashforth 304.876.7480	03/06/09 \$570.00
Leadership Challenge Workshop, The	LED6109	08/03-05/09 Shepherdstown, WV	Bill Ashforth 304.876.7480	05/22/09 \$570.00

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Leadership Challenge Workshop, The	LED6109	12/14-16/09 Shepherdstown, WV	Bill Ashforth 304.876.7480	10/02/09 \$570
Leadership Challenge Workshop, The	LED6109	04/12-14/10 Shepherdstown, WV	Bill Ashforth 304.876.7480	01/29/10 \$570
Leadership Challenge Workshop, The	LED6109	08/09-11/10 Shepherdstown, WV	Bill Ashforth 304.876.7480	05/28/10 \$570
Project Leader Academy	LED6201	06/01-12/09 Shepherdstown, WV	Jack Owens 304.876.7903	03/20/09 FWS Only
Project Leader Academy	LED6201	02/22-03/05/10 Shepherdstown, WV	Jack Owens 304.876.7903	12/11/10 FWS Only
Stepping Up To Leadership, Session 17b	LED6072	03/30-04/03/09 Shepherdstown, WV	Bill Ashforth 304.876.7480	Not applicable FWS Only
Stepping Up To Leadership, Session 18a	LED6072	07/06-10/09 Shepherdstown, WV	Bill Ashforth 304.876.7480	Not applicable FWS Only
Stepping Up to Leadership, Session 18b	LED6072	10/05-09/09 Shepherdstown, WV	Bill Ashforth 304.876.7480	Not applicable FWS Only
Stepping Up to Leadership, Session 19a	LED6072	10/19-30/09 Shepherdstown, WV	Bill Ashforth 304.876.7480	Not applicable FWS Only
Stepping Up to Leadership, Session 19b	LED6072	03/29-04/02/10 Shepherdstown, WV	Bill Ashforth 304.876.7480	Not applicable FWS Only
Stepping Up to Leadership, Session 20a	LED6072	02/01-12/10 Shepherdstown, WV	Bill Ashforth 304.876.7480	Not applicable FWS Only
Stepping Up to Leadership, Session 20b	LED6072	07/12-16/10 Shepherdstown, WV	Bill Ashforth 304.876.7480	Not applicable FWS Only
USFWS, Employee Foundations	LED5240	06/01-05/09 Shepherdstown, WV	Paula Elder 304.876.7765	03/20/09 FWS Only
USFWS, Employee Foundations	LED5240	08/31-09/04/09 Shepherdstown, WV	Paula Elder 304.876.7765	06/19/09 FWS Only
USFWS, Employee Foundations	LED5240	11/30-12/04/09 Shepherdstown, WV	Paula Elder 304.876.7765	09/18/09 FWS Only
USFWS Employee Foundations	LED5240	01/04-08/10 Shepherdstown, WV	Paula Elder 304.876.7765	10/23/09 FWS Only
USFWS Employee Foundations	LED5240	03/08-12/10 Shepherdstown, WV	Paula Elder 304.876.7765	12/24/10 FWS Only
USFWS Employee Foundations	LED5240	06/07-11/10 Shepherdstown, WV	Paula Elder 304.876.7765	03/26/10 FWS Only
USFWS Employee Foundations	LED5240	08/30-09/03/10 Shepherdstown, WV	Paula Elder 304.876.7765	06/18/10 FWS Only

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