The State of New Jersey Certified Public Manager Program

Program Administration
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New Jersey Civil Service Commission
The New Jersey Civil Service Commission offers a wide variety of training and development services for state, county and municipal employees, for support staff through to executive leaders. http://www.nj.gov/csc

CPM Program Contacts
Rutgers School of Public Affairs and Administration (SPAA):
Ingrid Renderos, MPA
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School of Public Affairs and Administration (SPAA)
Rutgers, The State University of New Jersey, Newark Campus
973-353-3979
icastill@newark.rutgers.edu

New Jersey Civil Service Commission:
Tira McCants
CPM Coordinator
Office of Administration and Training
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tira.mccants@nj.csc.state.nj.us

Coursework
Courses are highly interactive and include case studies, presentations, papers, projects, self-assessments, and review of current literature that relate directly to workplace issues and will positively impact the participant’s capabilities in their work setting.

Capstone Project
Each participant will select a project with his/her supervisor that will benefit their organization. The participant will apply CPM concepts, skills, and learning while working on the project throughout the nine months of the program.

New Jersey Certified Public Manager Program

Program Design
- 18 courses which meet once a week every week or on Fridays and Saturdays twice a month over a period of 9 months
- 252 classroom hours plus a 50-hour work-related capstone project
- A cohort model, where the same students attend all classes together
- The option to select one of six locations – Newark, Trenton, New Brunswick, Camden, Mahwah, or South Brunswick

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Certified Public Manager Program

Core Competencies
- Problem Solving and Decision Making
- Strategic Thinking
- Analytical Thinking
- Systemic Integration
- Administrative Law
- Budgetary Process
- Management Information Systems
- Developing Self
- Personal and Organizational Integrity
- Managing Work
- Leading People
- Change Leadership

Public Service Focus
- Communication
- Quantitative Techniques

Qualitative Techniques

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Make this your next step
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About the Program
The New Jersey Certified Public Manager Program equips participants with the skills and competencies needed to impact their organization’s efforts to meet its mission and performance goals in today’s dynamic public management environment. Participants will gain the knowledge needed to tackle complex organizational challenges, manage their day-to-day operations more effectively, and grow as leaders. The program also provides a framework upon which leaders can build and apply throughout their careers.

The NJ CPM Program is designed around the core leadership requirements established by the National Consortium of Certified Public Managers. The curriculum was developed jointly by Rutgers University’s School of Public Affairs and Administration (SPAA) and the New Jersey Civil Service Commission to meet the complex demands and challenges of the 21st-century public management environment. Courses are taught by Rutgers full-time faculty and qualified practitioners in their areas of competence.

Program Requirements
To be eligible for the NJ CPM Program, candidates must be a manager, administrator, or supervisor in a public organization in New Jersey – such as state, county and municipal governments, boards, authorities, and nonprofit organizations – and have at least two years of supervisory experience. Candidates who do not currently supervise staff but have responsibility for managing, coordinating, or overseeing a program area whose deliverable has an impact beyond their current work unit will also be considered. Candidates must have the approval and support of their current supervisor and department/agency. A Bachelor’s Degree is not required and participants are not required to enroll in or complete an academic degree program; however, Rutgers will accept college credits for completion of the NJ CPM Program.

Program Benefits
- The CPM Program gives you the opportunity to gain crucial managerial skills to become a more effective and efficient leader in this challenging environment of working with fewer resources.
- Allows you to bring back to your organization a real-world work improvement project that could save your organization more money than the amount paid for attending.
- Provides you with an unique opportunity to network with fellow managers, administration, and supervisors in related organizations and hear how they are handling similar management and administrative issues.
- Apply up to 15 undergraduate credits or 9 graduate credits toward a degree at Rutgers University and possibly at other institutions of higher learning.

Program Cost
The cost includes all materials required for the program. The full NJ CPM Program is $3325 per participant. The cost for the CPM Finisher Program is $1995 per participant.

Application/Admission
To be considered for the NJ CPM Program, candidates must apply to the New Jersey Civil Service Commission. An application must be completed. Visit http://www.nj.gov/csc or http://spaa.newark.rutgers.edu/cpm for application materials and instructions.

Program Finisher
The CPM Finisher Program is offered to students who have completed the previously available State of New Jersey Certified Public Manager Program Levels I, II, and III and received their New Jersey State certificate in Supervisory Management. The program consists of 168 classroom hours plus a 50-hour capstone project. Coursework is completed through 12 courses which meet once a week every week or on Fridays and Saturdays twice a month. Students attend classes together in a cohort model and can select one of six locations: Newark, New Brunswick, Trenton, Camden, Marlton, or South Brunswick.

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The State of New Jersey
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Coursework
Courses are highly interactive and include case studies, presentations, papers, projects, self-assessments, and review of current literature that relate directly to workplace issues and will positively impact the participant's capabilities in their work setting.

Capstone Project
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Program Design
- 18 courses which meet once a week every week or on Fridays and Saturdays twice a month over a period of 9 months
- 525 classroom hours plus a 50-hour work-related capstone project
- A cohort model, where the same students attend all classes together
- The option to select one of six locations – Newark, Trenton, New Brunswick, Camden, Mahwah, or South Brunswick

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- Provides you with an unique opportunity to network with fellow managers, administration, and supervisors in related organizations and hear how they are handling similar management and administrative issues

Program Requirements
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Program Cost
The CPM Program is $3325 per participant. The cost for the CPM Finisher Program is $1995 per participant.

Program Finisher
The CPM Finisher Program is offered to students who have completed the previously available State of New Jersey Certified Public Manager Program Levels I, II, and III and received their New Jersey State certificate in Supervisory Management. The program consists of 168 classroom hours plus a 50-hour capstone project. Coursework is completed through 12 courses which meet once a week every week or on Fridays and Saturdays twice a month. Students attend classes together in a cohort model and can select one of six locations: Newark, New Brunswick, Trenton, Camden, Marlton, or South Brunswick.

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Applicants/Admission
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Certified Public Manager Program
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Managing
Leading
Analytical
Strategic
Development
Management
Information
Budgetary
Administrative
Systemic
Organizational
Integrity
Integrity
Leadership
Process
Law
Integration

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