

Certificate of Completion

Receiving the Certificate of Completion in Public Works Leadership from the Mid-Atlantic Public Works Institute requires the completion of 90 hours of classroom training. The 90 total hours for certificate completion are divided into the four separate three-day sessions and all four sessions must be completed in their entirety. Upon successful completion, participants receive 9.0 Continuing Education Units (CEUs) from Virginia Tech.

Dates/Locations/Costs

Sessions are typically offered in mid-September and early April. Location will vary and is announced when registration opens. Additional information on specific dates, locations, and costs can be found on the MPWI website at www.cpe.vt.edu/mpwi/current-course.html.

Registration

Registration is available online through the MPWI website at www.cpe.vt.edu/mpwi/current-course.html or by contacting Virginia Tech's Continuing and Professional Education Office at (540) 231-5182.

Contact us

Continuing and Professional Education
Virginia Tech
702 University City Boulevard, Mail Code 0272
Blacksburg, VA 24061

For registration and general inquiries, phone 540-231-5182, fax 540-231-3306, or email confreg@vt.edu.

For weather or disaster-related program cancellation or postponement information, please call 540-231-9489.



EDUCATION



PROFESSIONAL DEVELOPMENT



NETWORKING



 VirginiaTech
Invent the Future®

About

The Mid-Atlantic Public Works Institute (MPWI) offers necessary training for those in, or aspiring to be in, key leadership positions in the public works field. Through a series of four separate three-day sessions, MPWI offers a blend of academic theory with the real-life processes, technologies, hard and soft management skills, and best practices in the field of public works. Participants also gain strategic planning skills and managerial insight to be more effective project leaders. MPWI is designed to empower participants to become more effective leaders, team members, and industry professionals. All classes within each session are taught by industry leaders with extensive experience in the field of public works. Virginia Tech is the chosen partner of the Mid-Atlantic chapter of the American Public Works Association for the delivery of MPWI.

Mission

The mission of the nationally approved Mid-Atlantic Public Works Institute is to strengthen public works organizations by preparing leaders through professional development, education, and networking opportunities.



Content

MPWI consists of four separate three-day sessions, with each session focusing on strategic learning outcomes and objectives. Sessions are not required to be completed in chronological order, however all four sessions must be completed in order to receive a certificate of completion.

Session I: Introduction to Supervision

Participants will learn about the fundamental issues facing supervision in public works occupations with an emphasis on ethical leadership.

Topic areas:

- An introduction to Public Works Process
- Basic organizational design
- Dealing with internal and external customers
- Understanding of line-staff roles and relationships
- Selecting and training new employees
- Managing problem employees
- Workplace safety
- Managing workplace stress
- Effective crew scheduling
- Time management
- Delegation and motivation of employees

Session II: Leadership and Management

Building upon lessons learned in Session I, participants will learn the critical skills required to be an effective, ethical leader in a public works organization.

Topic areas:

- Creating action plans
- Negotiation skills
- Formal and informal business communication
- Basics of project management
- Understanding generational differences
- Team development
- Developing a personal leadership strategy
- Emergency management

Session III: Finance, Law, and Media

As a leader in the field of public works, the ability to understand legal and financial issues and then be able to effectively relate that understanding to the public via many and varied media outlets is a critical skill. This session provides the necessary information and various strategies required to be a professional, ethical, and effective leader in today's world.

Topic areas:

- Information and records management
- Public and media relations
- Social media
- General legal issues
- Employment law
- Liability and public works
- Finance and budgeting
- Asset management
- Wastewater
- Storm water/floodwater management master plan
- Non-union labor management relations
- Consultant and construction management

Session IV: Executive Leadership

In today's "what-have-you-done-for-me-lately" world, to be a truly effective leader requires a long-term view and strategic planning. Long term planning, a systems perspective, strategic thinking, and ethical decision-making are skills that the most visionary leaders of history possessed. This session provides insight into these skills.

Topic areas:

- Presentation skills
- Organizational self-assessment
- APWA Accreditation
- Equipment and fleet management
- Strategic planning
- Policy development and implementation
- Creating and growing sustainable communities
- Leveraging resources with other entities
- Systems thinking within public works
- Data based decision making in public works
- Succession planning