

Build Your Own CORE® Program

Program Description:

The NACM CORE® is a comprehensive training program for court managers. NACM's intent in promoting these competencies goes beyond providing competencies for professionals working in court administration but to also promote excellence in the administration of justice and court management. The CORE® has been structured to provide consistent information across all competencies. Through the build your own program option your group/organization can select which curricula you would like covered and how many days/hours you would like the presentation to be. Each curriculum requires a minimum of 60-90 minutes of time and can be presented for up to 16 hours. Presenters for your program will be determined based on the content selected. All programs are designed to be interactive and participants are encouraged to share and discuss successes and challenges in their courts. These programs will also qualify for the CORE® Champion Program if the participant is a member of NACM.

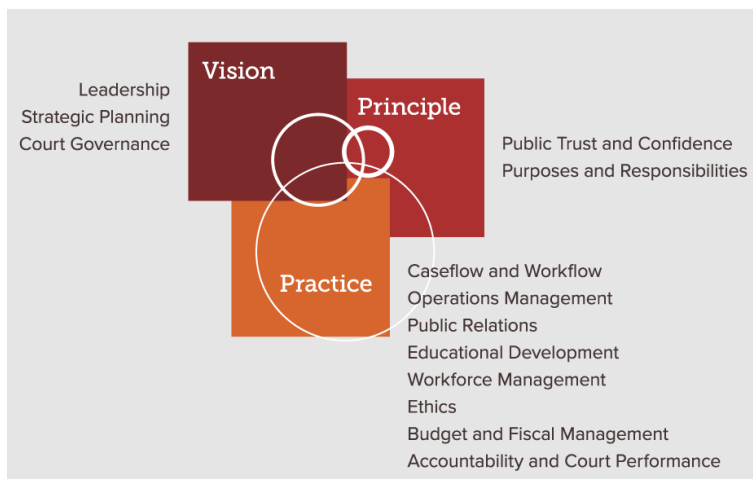
Costs:

If a meeting space and presentation equipment are provided by the group/organization the cost for the program will be limited to presenter travel, per diem, and hotel stay.

Presenters:

Presenters will be selected upon receipt of training dates for the requesting organizations. Cost of travel will be taken in to consideration when selecting presenters.

The CORE® Curriculum Overview:



NACM and CORE® Overview (Required for all Programs)

- What is NACM and how can it benefit your group/organization
- Define what is the CORE® and how it can benefit your court
- Understand the CORE® Champion Program

Learning Objectives by Curriculum:

Public Trust and Confidence:

- Describe the importance of public trust and confidence to the credibility of judicial branch
- Identify the inherent connections between public trust and confidence and the principles of procedural fairness
- Demonstrate the ways that local courts assess public trust and confidence

Purposes and Responsibilities of Courts:

- Describe why courts exist and the major purposes that courts carry out
- Summarize the role of courts as an independent third branch of government, an institution, and an organization; and how its role impacts and complements the other two branches of government
- Articulate the practical impact and relevance of the purposes and responsibilities of courts to their jurisdiction, day-to-day court operations, and their job

Leadership:

- Understand the traits, habits, and models of leadership
- Understand the importance of leadership, credibility, trust, and ethical behaviors
- Design and foster an appropriate organizational culture that encourages and mobilizes change and engages staff

Strategic Planning:

- Identify factors that can inform and affect strategic planning processes and the implementation of strategic plans
- Encourage and foster strategic thinking and foresight in court organizations as precursors to effective strategic decision-making and strategic planning
- Recognize attributes of different court cultures and assess their potential implications for change management

Court Governance

- Define court governance principles and structure
- Identify various organization and governance models, observe and explore their own court organization, and list the inherent complexities of courts as public organizations
- Know the importance of governance and how it is needed for effective leadership

Caseflow and Workflow

- Define caseflow management and why it is important
- Identify system wide caseflow practices and court polices and evaluate strengths, weaknesses, and areas for opportunities for improvement
- Lead a learning organization by changing mindsets, mentoring staff and leading change

Operation Management:

- Recognize the role of operations management within the court organization
- Identify court operations services and programs
- Understand the various infrastructure and support needed in court organizations

Public Relations

- Understand the courts role in public relations
- Identify and recognize the challenges facing courts today in relation to its ability to discharge the constitutional mandate to uphold the rule of Law and the public's interest in and right to information
- Understand the changing definition of media and the involvement of social media platforms

Educational Development

- Define why education is important as a tool for growth in the court system
- Identify the available resources, support, and need for educational development with the court organization
- Understand adult education principles

Workforce Management

- Define the components of workforce management
 - NOTE: Specific components of workforce management could be highlighted more in-depth during this session (onboarding, performance management, staff development, employee satisfaction, etc.)
- Identify appropriate methods and gaps in relation to workforce management with the court system

Ethics

- Define ethics and why it is important
- Identify differences in ethics codes, their own court's code and other codes, model codes and some from specific states and courts
- Evaluate the degree of knowledge and commitment staff and court officials have toward their court's ethics code

Budget and Fiscal Management

- Define budget and fiscal management and why it is important
- Understand basic accounting principles, how to create a budget, and develop justification for budgetary needs.

Accountability, and Court Performance:

- Define court accountability and why it is important
- Utilize court performance measurement tools and practices to identify, design, and address the effectiveness of caseflow plans, practices, and policies
- Lead a learning organization by changing mindsets, mentoring staff and leading change

SAMPLE AGENDA

Court Management Unleashed: A Power-Packed One-Day Training

7:45 a.m. – 8:00 a.m.	Registration and Check-In
8:00 a.m. – 8:30 a.m.	Welcoming Remarks, Introduction of Presenters, & Introduction of Participants <i>Presenters Name</i>
8:30 a.m. – 8:45 a.m.	What is NACM and What is the CORE® <i>All</i>
8:45 a.m. – 10:15 a.m.	Leadership <i>Presenters Name</i>
10:15 a.m. to 10:30 a.m.	Break
10:30 a.m. - 12:00 p.m.	Purposes and Responsibilities of Courts and Public Trust and Confidence <i>Presenters Name</i>
12:00 p.m. - 1:00 p.m.	Lunch
1:00 p.m. – 2:30 p.m.	Caseflow Management, Accountability and Court Performance <i>Presenters Name</i>
2:30 p.m. – 2:45 p.m.	Break
2:45 p.m. – 4:30 p.m.	Operations Management <i>Presenters Name</i>
4:30 p.m. – 5:00 p.m.	Wrap-Up <i>Presenters Name</i>
5:00 p.m.	Adjourn

