



## **Certified Public Manager Program (CPM) – State of Florida**

Florida's Certified Public Manager (CPM) program is intended for employees in management or management staff positions. Participants complete eight levels or classes, each class spanning several days. Study and projects must be completed before and after attending the classroom sessions.

For more information on registration, dates and locations check the [Certified Public Manager](#) web site.

- Employees must be nominated by their department director.
- Cost for these classes are reimbursed by Pinellas County Government for approved candidates.
- Travel and per diem are not paid by the County but, on occasion, are paid by a candidate's department
- Once accepted into the program, you may register online for courses at the [Center for Public Management](#) web site.
- Upon successful completion of each level, Training & Development Division in Human Resources will assist with processing your reimbursement. See our Training Catalog CPM page for information about the CPM Levels. For more information, contact [Training & Development](#) via email or call 464-3796.



### **For Department Directors:**

#### **Nominating employees to the Certified Public Manager Program:**

A prospective enrollee in this program needs to be nominated by his/her department director via a memo to Human Resources, Training & Development.

The memo should address the criteria listed below:

- Department directors should nominate those individuals who are currently holding management or management staff positions. The preferred candidate will be a career-oriented person who has demonstrated supervisory/management ability, but may lack formal education in the broader aspects of public management and organizational development. This includes the following:
  - A nominee may already be a supervisor or may be on a direct career path to a supervisory position within the County.
  - A nominee may already hold an upper level professional position with broad program responsibilities within the County or may be on a direct career path to filling such a position.
- Nominated employees must have demonstrated a high degree of conceptual ability, reading comprehension, and written and oral communication skills.
- Candidate Selection Priority
  - Current department heads
  - Managers and supervisors who have been identified by directors as in need of strengthening their managerial skills
  - Other employees in supervisory positions
  - Other employees as recommended by department directors