

EARN A FREE CERTIFICATE FROM NORCO COLLEGE

TUITION-FREE, SHORT-TERM.

Emerging Leaders

The Emerging Leaders Certificate enables students to develop the management, supervisory, and leadership skills necessary to get a job or advance on their current career path. Through the guided exploration of best practices in essential workplace skills, students will be prepared to successfully navigate complex professional environments. This certificate also serves as a gateway into other noncredit and credit programs.

Required Courses:

PDS-801 Leadership Skills

Take your leadership from good to great by exploring and applying the top ten skills that every leader must have. 12 hours lecture. (Pass/No Pass only.)

PDS-802 Supervisory Skills

Learn the key tools for effective management and supervision. Course covers delegation, feedback, communicating with employees, motivation, and management styles. 12 hours lecture. (Pass/No Pass only.)

PDS-803 Increasing Productivity

Personal productivity results from a combination of factors which all impact each other. Explore, dissect and analyze these factors to develop an individualized plan optimizing your effectiveness in both your professional and personal lives. 12 hours lecture. (Pass/No Pass only.)

PDS-801 Leadership Skills

Individuals and leaders explore the key ingredients for strengthening workplace commitment, engagement, and career satisfaction. Apply alternative reward and recognition strategies to increase engagement in the workplace. 12 hours lecture. (Pass/No Pass only.)



Career Education

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