

Executive Orders

EXECUTIVE ORDER No. 28

WHEREAS, The State currently provides employee staff development through the various departments and agencies, outside vendors, and the Department of Civil Service; and

WHEREAS, A uniform and comprehensive employee development program does not now exist for the State's approximately 15,000 supervisors and 3,000 managers; and

WHEREAS, Of the several million dollars currently being expended for employee development, less than 7 percent is now being expended for the improvement of supervision and management; and

WHEREAS, Existing employee development programs have resources which are unevenly distributed among State departments, lack uniform content and quality, and could be more effective and delivered more economically, in some cases, if done centrally; and

WHEREAS, Present resources for employee development are scarce and will become even more scarce within the foreseeable future;

NOW, THEREFORE, I, Thomas H. Kean, Governor of the State of New Jersey, by virtue of the authority vested in me by the Constitution and statutes of this State, do hereby ORDER and DIRECT:

1. The Department of Civil Service shall develop and implement a comprehensive training and development program for supervisors and managers, which will lead to a certification in public management.

2. The training and development program for supervisors and managers will be structured to impart the skills necessary to manage the State's programs in a climate of resource scarcity and to carry out the initiatives of the Governor's Management Improvement Program.

3. The training and development program for supervisors and managers will be known as the Certified Public Manager Program (CPM) and will consist of progressive levels of instruction and will be administered by the Department of Civil Service.

4. The instructional portions of the program will be jointly conducted by the Division of Personnel Services and Employee Development in the Department of Civil Service and Rutgers, The State University.

5. The program content for supervisors will include, but not be limited to: management duties and responsibilities, controls, policies and procedures, human and interpersonal relations, communications, equal employment opportunities and affirmative action responsibilities, work simplification and evaluation, and employee relations.

6. The program content for managers will include, but not be limited to: the effects of social change on public organizations, forecasting and strategic planning, managing organizational liability, production enhancement, management by objectives, and ethics for the public manager.

7. Within time frames established by the President of the Civil Service Commission, supervisors and managers will satisfy the course requirements of the program for their respective levels.

8. The Certified Public Manager Program will be provided overall policy direction by a board selected by the President of the Civil Service Commission and shall include members drawn from State government, the academic community, and private industry.

9. Program participation by each department will be determined by criteria established by the President of the Civil Service Commission.

10. Each department's share of the program cost will be provided by an annual transfer of existing departmental appropriations to a special account in the Department of Civil Service. For that part of the program which is limited to managers only, the departmental share will be 75 percent and the individual manager's share will be 25 percent.

11. This Order shall take effect immediately.

Issued January 13, 1983.