



What is the UC Systemwide People Management Series and Certificate?

The UC Systemwide People Management Series and Certificate is a program for all People Managers consisting of Core and Elective Courses, which includes local and systemwide eCourses as well as in-person learning experiences.

The Series and Certificate cover the following topics:

- Performance Management
- Managing People
- Administration & Operations
- Change Management
- Communications



UC Irvine

Learning and Development Team
Andrea P. Gaines
Campus Human Resources
111 Theory Suite 200
Irvine, CA
92697-4600

Phone: 949-824-5197
E-mail: apgaines@uci.edu

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Systemwide
Human Resources

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Systemwide
People
Management
Series and
Certificate

Evolve. Elevate. Empower.

UCI University of
California, Irvine

*Evolve your management skills.
Elevate your career.
Empower yourself and your team.*

More about the UC Systemwide People Management Series and Certificate

Program Audience:

The Series and Certificate are recommended for all people managers or those aspiring to lead and manage people.

What are the benefits of completing the Series and Certificate?

- Builds baseline management skills for all people managers
- Increases opportunity for promotion and potential for future leadership positions
- Offers easily accessible online courses that are learner-centric and self-paced
- Builds on coursework already completed

Where can I find the courses?

For more information about the program, visit training.uci.edu/staff/leadership

UC Systemwide People Management Series and Certificate Requirements

Complete ten (10) Core courses, plus four (4) Elective courses

Core eCourses: Complete all ten:

- Performance Management Overview
- Setting Expectations and Individual Performance Goals
- Giving & Receiving Feedback
- Engaging & Developing Employees
- Conducting Performance Appraisals
- Motivating, Recognizing and Rewarding Employees
- Coaching for Performance
- Managing Corrective Action
- Hiring for Success
- Strategic On-Boarding

Elective Courses: Complete four, one from each topic area:

- Managing People
- Administration & Operations
- Change Management
- Communications

What people are saying about the Core courses...

I appreciate the in-depth coverage of the interview process as a review. I believe that anyone hiring will feel the same about this high level of informative detail around this critical process.

I learned to engage with my team members more frequently and not just when something needs correcting.

I intend to stay aware of my own morale and remember what effect that has on the people around me. I hope to increase positive check-ins with my staff and acknowledge their work in greater detail