Management Academy – Frequently Asked Questions (FAQs)

1. What is the Management Academy?

The Management Academy (Academy) is a professional development program designed for emerging leaders who have assumed or will assume positions of greater responsibility within their agencies. The goal of the Academy is to provide the tools, strategies, and real-world frameworks that today's managers need to lead with confidence, navigate complexity, and drive meaningful impact across City agencies.

2. Who is eligible to participate?

Eligible participants must be:
- Employed with City government for at least one (1) year
- At the managerial level or a high-level professional employee
- Demonstrating superb technical competence in their areas of expertise
- Demonstrating a strong commitment to public service and aspire to elevate to positions of greater responsibility in City government
- Endorsed by their Agency Head

3. What topics are covered in the program?

Program topics include:
- Leadership Paradigms
- Building and Managing Relationships
- Communicating Skillfully
- Values-Based Management
- Emotional Intelligence
- Tools for Customer-Focused Process Improvement
- Measuring, Assessing, and Reporting Results
- Leading and Managing Change
- Understanding Power and Influence Strategies
- Understanding and Using City Systems and Processes

4. How long is the program?

The program runs for approximately **12 weeks**, from February 2026 through May 2026, with weekly full-day sessions. A detailed schedule will be shared with participants upon their acceptance.

5. What happens if I miss a class?
Participants will be allowed to miss one (1) session throughout the program's cycle for which they are selected. Additional absences will result in the participant being dropped from the program.

6. Is there a cost to participate?

Yes. Agencies will be charged a nominal fee of **$2,000 per employee** selected to participate in the Management Academy.

7. How do I get nominated?

Interested employees must complete the nomination package and be approved by their agency. Employees must submit a nomination package that includes:

- Nominee information
- Short written responses
- Signed manager information and statement of understanding
- Signed Agency Head endorsement
- Updated resume

8. How do I submit a nomination package?

To submit a nomination package, please attach a completed nomination via https://bit.ly/mgmtacad2026.

9. What are the benefits of participating?

Participants by the end of the program will:
- Gain fundamental grounding
- Build a peer network of leaders across City government
- Develop a deeper understanding of Citywide programs and applications
- Be better positioned for future leadership roles
- Apply new insights and skills to improve agency performance and service delivery

10. What is the selection process?

A review panel from the Department of Citywide Administrative Services (DCAS) evaluates nominations based on leadership potential and impact to their current role, commitment to public service, strong communication, collaboration skills and agency support.

The selection process includes an initial review of the nominees' resumes, a group interview, followed by an individual interview.

11. Will participants receive a certificate?

Yes. Participants who complete all program requirements will receive a **Certificate of Completion** from DCAS.

12. Who can I contact for more information?

For questions, please email DCAS' Executive Development team at ExecutiveDevelopment@dcas.nyc.gov.