



PROGRAM ANNOUNCEMENT

The Advocacy Institute Is Pleased to Present

Management Processes and Practices NAAG National Management Training

**February 1, 2024
9:00 a.m.* – 4:40 p.m.**

**February 2, 2024
9:00 a.m.* – 12:00 p.m.**

**Richard J. Hughes Justice Complex
Advocacy Institute Conference Center
Fourth Floor, West Wing
25 Market Street, Trenton, New Jersey**

***Registration starts at 8:30 a.m.**

Program Summary

This advanced course, which builds on the concepts and principles of the Core Leadership Competencies for First Line and Mid-Level Managers program, will provide supervisors in attorney general offices with the knowledge and skills needed to manage at an optimal level, maximize work performance, and build a stronger workplace. Students will collaborate, discuss case studies, and form individual action plans in this highly-interactive program. Topics include recruiting, hiring, and promotion practices, designing job duties and work plans, monitoring and supporting work, delivering feedback to improve performance, balancing tasks and time management, evaluating work performance in progress reviews and annual appraisals, recognizing exemplary work and managing a remote workforce.

Eligibility

Attendance at this program is limited to individuals registered by their division or office leadership.

Faculty

Blake Bee is the Director of the NAGTRI Center for Leadership Development. The Center supports supervisory staff in state and territorial attorneys general offices by conducting leadership programs that provide managers with the knowledge and skills necessary to master the challenges of working in an attorney general's office. He previously served in the NAGTRI Center for Consumer Protection, where he was the editor of the Center for Consumer Protection monthly newsletter, staff counsel to the Veterans Affairs and Internet Safety/Cyber Privacy and Security Committees, and co-lead of the NAGTRI International Fellows program. Prior to joining NAGTRI, Mr. Bee was executive counsel in the Mississippi Attorney General's Office, where he coordinated the attorney general's public policy matters and oversaw the attorney general's legislative program. He also reviewed and made recommendations to the attorney general on gaming, consumer protection, opioid abuse, social media, intellectual property, and cyber-crime issues. Before that, he was a special assistant attorney general in the Consumer Protection Division. Mr. Bee started his legal career in the Transactions and Corporate Advisory Services Practice Group of Adams and Reese, LLP in Jackson, Mississippi. He holds a Bachelor of Arts degree from the University of Mississippi, a J.D. from the Mississippi College School of Law and an Executive Certificate in Leadership from the University of Notre Dame.

Monica N. Anderson is the Senior Assistant Attorney General for the Correctional Law Section of the California Attorney General's Office, which litigates civil rights actions challenging the constitutionality of prison conditions. Ms. Anderson supervises over 100 attorneys and 20 paralegals throughout the state of California. Through litigation of class action cases, Ms. Anderson has become an expert in electronic discovery from a defense perspective, developing strategies for managing complex cases and for planning and managing the electronic discovery produced for complex litigation. Ms. Anderson has trained government attorneys both nationally and in California on electronic discovery. She has also conducted training for NAGTRI, the ABA and the California State Bar. She received a NAGTRI Faculty of the Year Award for her Electronically Stored Evidence programs. Ms. Anderson is a member of The Sedona Conference, Working Group One, and was a member of the drafting committee for The Sedona Conference Commentary on Metadata Ethics. She received a J.D. from McGeorge School of Law in Sacramento, California.

CLE Credit

NJ CLE Credit: This program has been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 10.0 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

PA CLE Credit: 8.0 substantive credits (\$12.00 mandatory registration fee required).

Registration

Supervisors who are eligible to attend this program have been registered by their division or office leadership.