



**MISSISSIPPI LEAD**  
LEADERSHIP EXCELLENCE AND DEVELOPMENT

## Frequently Asked Questions

### Who is eligible for this course?

While we know there are leaders in all levels of state government, Mississippi LEAD participants must:

- Be an employee of a Mississippi state government agency
- Be in one of our Top 3 pay grades of each pay plan
  - Mississippi General Pay Plan – Grades 18, 19, 20
  - IT Pay Plan – Grades 10, 11, 12
  - Medical Pay Plan – Grades 9, 10, 11
- Be willing to commit to the two-year commitment to finish the course
- Agree to complete all course requirements entirely and on time
- Be nominated by his or her agency head
- Complete the application stating why he or she should be considered for this program

### Are there any prerequisites to apply for this course?

No. While the participant should have some prior management or leadership training, it is not required.

### What platform does the course use?

For this purpose, the Mississippi LEAD course will be offered on a new Learning Management System (LMS) acquired by MSPB. This online platform will house all course materials and allow each participant to see their progress and tasks in the course.

Participants can log in to the LMS anytime to review their progress and complete coursework.

Because the system is online, participants will need access to an internet connection to utilize the platform.

### **How much time is required to complete the coursework?**

Each month, there will be a new leadership topic, such as accountability, change management, problem-solving, etc. Each month's topic will have an eLearning course, videos, and articles on the subject. To complete all coursework should take no more than 90 minutes per month.

If the participant is interrupted during their progress, they can save their progress and return and finish at any time.

Each quarter, there will be a live, online event on a topic specific to Mississippi state government. These topics include the legislative process, legal updates, and understanding appropriations bills. During these events, participants will be able to ask questions of the presenter. The length of these presentations will last approximately one hour.

If a participant cannot attend the live virtual event, the event will also be recorded, and the participant can view it later.

### **What if something comes up, and I can't complete that month's coursework?**

If the participant cannot complete the month's coursework, they will not be able to advance to the following month's topic until completion of the previous month's coursework.

If the participant falls over two months behind, they will be removed from the program.

### **What happens if I am in the program and switch agencies?**

If a participant is enrolled in the program and their role or agency changes, they can continue.

If the participant leaves state government, they will be removed from the program.

### **When does the program start?**

The first cadre of Mississippi LEAD starts the first week of January 2024. The class will end in December 2025.

### **What kind of certificate will I receive if I complete the course?**

Participants who complete the course will receive a certificate from the Mississippi State Personnel Board as a "Mississippi Leadership Excellence and Development (LEAD) Strategic Leader."

## How do I apply?

Applications open November 15. On our website at [mspb.ms.gov](http://mspb.ms.gov), you will find an application form. You and your agency head must complete this form. Your agency head must recommend you, and you need to explain why you should be considered for this course.

Only 30 nominees will be selected for the first class.

Completed applications should be sent to:

Michael Finley  
MSPB Director of Training & Development  
[mslead@mspb.ms.gov](mailto:mslead@mspb.ms.gov)