



# GEORGIA COUNCIL OF COURT ADMINISTRATORS

## PROGRAM FACT SHEET

*Answers to some of the most frequently asked questions about GCCA.*

### **What is GCCA?**

The mission of the Georgia Council of Court Administrators is to provide a statewide forum to assist court administrators in the development of a more just, effective and efficient system of justice by:

- Assisting court administrators and managers throughout the state in the execution of their duties;
- Promoting and assisting in the training of court administrators, managers and support personnel;
- Identifying and studying goals and developing standards relating to the administration of justice;
- Providing an effective network for the exchange of information, ideas and methods;
- Facilitating cooperation, consultation and exchange of information among organizations concerned with court administration;
- Establishing and maintaining an organization that is open, participatory and responsive.

### **What are the Benefits of GCCA Membership?**

- Sharing of ideas and programs with other courts;
- Awards for innovative programs, outstanding managers, and distinguished non-managers who promote ideals of court administration;
- Updating members on new laws and changes impacting court administration;
- Mentoring to strengthen management skills;
- Identifying resource support from other courts and court related agencies;
- Training on the 10 core competencies curriculum developed by ICM and NACM;
- Networking with fellow court professionals;
- Creating a spirit of pride and professionalism with court managers in Georgia and the nation;
- Developing transferable leadership skills;
- Promoting a greater understanding and appreciating of the different roles and

responsibilities of court administration from those of the judiciary and improving the quality of justice to the community;

- Creating synergy between the judicial functions and administrative functions advancing effective court governance;
- Field trips to visit other courts.

### **Learn the Secrets of Getting Needed Resources:**

Governmental funding authorities are requiring courts to discover new ways of delivering quality justice with fewer allocations. More than ever, courts now must demonstrate that they are well managed in order to be well funded. Various social sciences are increasingly included in justice solutions and dispute alternatives. By being involved in GCCA, you will learn how to be an effective leader, knowledgeable of correct justice trends, and an irreplaceable member of your court's executive leadership team.

### **Can Membership in GCCA Help You?**

*"Absolutely – and it did for me. I cannot describe the wonderful feeling that came over me when I attended my first GCCA meeting. The immediate acceptance and friendliness of all the members made me feel right at home, and I knew that I was now a part of a new and exciting profession with people who would listen and help. The leadership skills that I have acquired from the core competency classes have allowed me to recommend and implement significant improvements at my court. The encouragement that I get from other members reinforces my ability to be an effective member of our court's executive leadership team. To me, that alone is worth the small membership fee – everything else is a bonus!"*

*Bob Bray, Administrative Office of the Courts*

### **What is the Certificate Program?**

Scheduled to begin in May of 2006, the certificate program was established to assist members to enhance their training and education in judicial administration. The program provides guidance in obtaining a comprehensive educational program and assisting members in receiving recognition for their knowledge and achievement.

### **What are the Goals of the Certificate Program?**

The certificate program:

- Will be available to all members;
- Costs of completion will remain reasonable;
- Time of completion should normally take no more than two years;
- Will be comprised of educational content designed to improve the participants' effectiveness as court professionals.

### **Participation Requirements**

To be eligible for participation in the certificate program you must:

1. complete the educational program requirements;
2. submit the application for certification along with proof of attendance at each training.

### **Program Requirements**

To be certified by the Georgia Council of Court Administrators, you must successfully complete the educational requirements within five years. To maintain the certificate, you must complete a minimum of 16 hours of approved training every 2 years.

\*\*Since this certificate program is a Georgia specific program, outside courses will not count towards your GCCA certificate program.

### **Certification Process**

The Institute for Continuing Judicial Education will oversee the program. The Executive Committee of GCCA will be available to members to answer questions, interpret policy and generally assist members in completing the program.

Documentation of completion of courses in the program should be submitted as soon after the program as possible. It is the applicant's responsibility to turn in course completion forms.

### **More Information**

If you would like additional information about the Georgia Council of Court Administrators, visit the web-site at [www.gccaonline.org](http://www.gccaonline.org).

## **Membership Application - Georgia Council of Court Administrators**

Please print and fill out this form, then mail or fax to:

Membership Application - Georgia Council of Court Administrators  
P.O. Box 38293  
Atlanta, GA 30334

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Court: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Membership Type:

Regular: \_\_\_\_\_ (\$50)

Associate: \_\_\_\_\_ (\$25)

Student: \_\_\_\_\_ (\$25)

Retired: \_\_\_\_\_ (\$25)

Organization: \_\_\_\_\_ (\$250 for 6 memberships)

*Please make check payable to GCCA.*

Invited to join by: \_\_\_\_\_