



EXERCISING LEADERSHIP THROUGH DIFFICULT CONVERSATIONS

Part of the Executive Skills Series, the purpose of this 2-day course is to provide knowledge and skills for having difficult conversations to exercise leadership in addressing adaptive challenges.

Priority given to Chief or Company Officers but ALL ARE ENCOURAGED TO APPLY.

Prerequisites: ICS-100 & ICS-200 Available through NFA Online (linked)

Email application to: aheinig@mainecc.edu or Mail to MFSI HQ
19 Sewall Street
Brunswick, ME
04011

A Two-Day Course
MARCH 8 & 9, 2025
0800 - 1600hrs
Program Fee: \$25
Lunch Provided

Location: MFSI HQ
19 Sewall Street
Brunswick, ME 04011



APPLY BY JANUARY 17
Submit SMCC/MFSI Application Packet



SMCC/MFSI Registration Form

SMCC ID# _____ TODAY'S DATE _____

LAST NAME _____ FIRST _____ MIDDLE _____

BIRTH/OTHER NAME _____ E-MAIL _____

CELL PHONE _____ HOME PHONE _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

COUNTY _____ SOCIAL SECURITY # (last 4 digits) _____

GENDER* FEMALE MALE BIRTHDATE* _____

MINOR RELEASE FORM REQUIRED FOR STUDENTS UNDER 18 YEARS OF AGE

ETHNIC GROUP* (CHOOSE ONE) HISPANIC/LATINO NOT HISPANIC/LATINO

RACE* (CHOOSE ALL THAT APPLY) AMERICAN INDIAN OR ALASKA NATIVE ASIAN
 BLACK OR AFRICAN AMERICAN WHITE
 NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER

*OPTIONAL – THIS INFORMATION IS USED FOR REPORTING PURPOSES ONLY

YOUR REASON FOR ENROLLING DEGREE OR CERTIFICATE PERSONAL ENRICHMENT
 TRANSFER TO ANOTHER COLLEGE SKILLS FOR EMPLOYMENT OTHER

I HAVE BEEN A RESIDENT OF MAINE SINCE _____ (for non-educational purposes)
 MONTH/YEAR

ARE YOU A U.S. CITIZEN? YES NO PROOF OF MAINE/US RESIDENCY REQUIRED TO QUALIFY FOR IN-STATE TUITION

DO YOU HAVE A HIGH SCHOOL DIPLOMA OR GED? YES NO

REGISTRATION YEAR _____ TERM FALL SPRING SUMMER

COURSE CODE	COURSE NUMBER	COURSE SECTION	COURSE TITLE	CREDITS	A AUDIT R REPEAT	OFFICIAL USE
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NFA	F0522		EXERCISING LEADERSHIP - DIFFICULT CONVOS			

STUDENT SIGNATURE _____

Southern Maine Community College is an equal-opportunity institution and employer. If you have a disability and wish to request accommodations, please contact the Director of Disability Services, Heather Jackson, at 207-741-5923 or via email at hjackson@smccme.edu. Appointments are available by Zoom and in person on both the Brunswick and South Portland campuses. Walk-in appointments are welcome. Documentation of your disability is required, but please do not let the absence of documentation prevent you from seeking accommodation.



In Service Since 1948

Program Billing Procedure

In the past, MFSI has collected payment for programs and courses at the time of registration. However, in an effort to avoid delays in departments/individuals/agencies receiving their reimbursement funds for canceled programs, we will not be collecting payment for any program until after it has begun.

Please use this form to provide information about the intended payment method (whether it will be an individual or a fire department/other agency) so that MFSI can invoice the payer after the program's start date. We ask that you write legibly or type your responses.

Your application will not be considered complete without this form filled out in its entirety.

Payment method*: Purchase order from fire department/municipality Personal check

Purchase order number (if applicable):

Payer (name/department name):

Candidate's name (if different from payer):

Course name:

Course location:

Payer's address for receipt of invoice:

Email address or phone number of payer (not candidate):

Please submit this form, and all other registration materials, to Anne Heinig at aheinig@smccme.edu or mail to MFSI, ATTN: Anne Heinig, 19 Sewall Street, Brunswick, ME 04011.

If you have any billing questions, please contact Nancy Russell at nrussell@smccme.edu or 207-844-2071.

**Please note that MFSI cannot accept cash or credit card payments.*