



ACCA members celebrate receiving their Contract Compliance Administrator Certification at the 2016 National Training Institute in Chicago.

ACCA DEVELOPS ESSENTIAL SKILLS

MEMBERS SHARE ESSENTIALS FOR SUCCESSFUL PROGRAM ADMINISTRATORS

By American DBE Staff

If you ask an experienced DBE Program administrator what it takes to be successful in managing a program that creates meaningful business opportunities for DBEs, meets the program's goals, and moves the needle toward leveling the playing field for disadvantaged firms, they will quickly mention that it takes a number of resources and skills to get the job done.

They also say that a cookie-cutter approach won't do the trick; and results will reflect the political environment, agency culture, external community and overall business climate. Based on their collective input, they concluded that each successful program administrator must display a customized mix of traits, skills and resources to correctly assess the needs of their program, and then implement a strategy to move the program forward.

Every summer, the American Contract Compliance Association (ACCA) assembles hundreds of program administrators from all levels of government and private sector professionals for the National Training Institute (NTI). The NTI, held this past September in Chicago, offered five days of intensive courses covering a wide variety of topics to help administrators acquire the skills and knowledge to build a successful program.

The 2016 NTI was the largest ever, providing training to over 500 industry professionals striving to implement successful programs across the country. ACCA also achieved its highest level of membership in 2016, now serving over 500 members to help accomplish the mission of the organization: to deliver ongoing comprehensive training and certification to

practitioners working within the fields of Affirmative Action, Contract Compliance, M/W/D/S and Emerging Business Enterprise, Labor Compliance, Economic and Business Development, and Equal Employment Opportunity.

American DBE Magazine writers asked six experienced program administrators the question: What are the essentials to becoming a successful program administrator? Here are their responses.



Suzanne Arkle – Chief Executive Officer, Zann Consulting, Denver, CO

Expertise

“A successful program administrator must have a full understanding of their agency requirements and the funding stream of a project - whether it is federally-funded or local tax dollars that will determine how the project is managed.

Also, they must also understand their corporate culture and their level of support from the leadership of their agency; and fundamentally, you must have a passion, or a vision that you want to see small businesses be successful; because if you don't have it, you can't be in this space - it will get on your last nerve.”