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FACT SHEET

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Training and Education

The Education Division/Center for Judicial Education and Research (CJER) of the Administrative Office of the Courts (AOC) provides a comprehensive, internationally recognized program of education and training for justices, judges, commissioners, referees, court executive officers, managers, supervisors, court staff members, and AOC staff members.

Center for Judicial Education and Research (CJER)

The Education Division was formed in 1994 with the merger of the Center for Judicial Education and Research (CJER, a 1973 joint enterprise of the Judicial Council and the California Judges Association) and the Administrative Education Unit of the Administrative Office of the Courts (AOC). Today, this organization is known interchangeably as the Education Division and CJER and constitutes the educational arm of the state judicial system. Staff and volunteer subject matter experts and faculty provide both training and education for judges and judicial branch personnel. CJER is acknowledged nationwide as a model in judicial branch education.

CJER's offerings include a year-round series of educational programs and services for judges and other judicial officers, including orientation programs for new judges, continuing education programs, judge's benchbooks and practice tools, videotapes, and other educational aids.

CJER's offerings also include programming and services for court staff and AOC staff, which are delivered live, via broadcast, and via online courses in areas such as orientation, management and supervision, leadership, case processing, and more.

Curriculum and Course Development Unit

Program overview

The Curriculum and Course Development Unit has responsibility for developing education that meets the needs of all judicial branch members, both judicial and administrative, for the trial and appellate courts and the Supreme Court. Staff work in partnership with more than 20 education committees to develop and maintain curricula and course content that is comprehensive, relevant, and timely for respective participant groups. In addition, staff work with other AOC divisions, local courts, and other judicial system organizations to assure a broad and inclusive approach to judicial branch education.

The unit has three departments: Presiding Judge and Court Executive Education, Judicial Education, and Manager, Supervisor, and Court Staff Education. Staff work closely with other units in the division to deliver annually more than 100 live programs, more than 75 broadcasts, and numerous online courses.

Program goal

Provide a collaborative framework in which staff can work with education committees to develop the substantive content for all educational offerings, assist faculty in developing specific courses, and work with other units in the division to implement delivery.

Access and Fairness Education

Program overview

Staff contribute to the implementation of the Judicial Council's goal on access and fairness by developing courses covering issues of race, ethnicity, gender, disability, and sexual orientation. Staff review and draft rules of court and standards of judicial administration, as well as develop curricula for and provide training to judges, court staff, and legal professionals. Annual statewide conferences also are convened on race, gender, or sexual orientation for the judicial branch, and on disability issues for court ADA/access coordinators.

In addition, staff work with the Curriculum and Course Development Unit to incorporate issues of access and fairness into all substantive areas through the curriculum-based planning process, and collaborate with other AOC divisions to integrate access and fairness issues into other appropriate programs.

Program goal

Develop and implement education programs to promote access and fairness in the judicial branch in order to enhance public trust and confidence in the courts.

Design, Consulting, and Systems Development Unit

Program overview

The Design, Consulting, and Systems Development Unit is responsible for providing guidance and assistance within the AOC on design processes for educational events, activities, and associated materials and products. Additionally, staff support the division's curriculum-based planning model and systemic approach to judicial branch education using systems such as a learning content management system for the curriculum work. Staff also oversee and coordinate faculty development as well as professional development for division staff.

Program goal

Integrate, leverage, and facilitate the efforts of others to optimize identified educational outcomes and business results and promote consistency in educational processes and related systems employed by staff.

Analyze projects submitted by individuals seeking assistance and make recommendations to the division management team on effective approaches and solutions.

Production, Delivery, and Education Technologies Unit

Program goals

Staff in this unit develop programs and products for the delivery of education content to judicial branch audiences and support other council initiatives, such as branch communications and public outreach, by providing media production, and audio-visual (AV) systems development and services support.

The unit comprises five departments: Media Production Services, Course and Faculty Services, Education Technologies Research and Development; AV/Video Systems Development and Integration, and AV/Video Services. The unit collaborates with the other primary units of the Education Division to determine education priorities, ensure the availability of a variety of delivery methods, and recommend appropriate delivery methods. These delivery methods include live events, broadcasts, Web sites, videoconferences, videotapes, and other related products.

Program goals

- Enhance and support the work of others in areas of education and communication through streamlining and systematizing education planning and implementation for audiences.
- More effectively develop, select, and use a variety of delivery mechanisms to reach a broader audience.
- Redirect the use of products (developed for a single venue) for multiple purposes.

Publications and Resources Unit

Program overview

The Publications and Resources Unit (1) develops and updates publications for judicial officers and court staff; (2) provides publications and references in accessible electronic format; (3) develops online courses for judicial officers and court staff; and (4) develops content (trial court policies and procedures) for the statewide online knowledge management tool.

Program goal

Provide a comprehensive library of up-to-date resources to judges and court staff in a variety of hard copy and electronic formats.

AOC Internal Education and Training

Program overview

Staff supporting this program provide internal training, education, and development opportunities for AOC staff. The program includes courses that satisfy AOC continuing education requirements, which include compliance courses and a competency-based component that supports the AOC values of excellence, leadership, service, business knowledge, and innovation. The annual program currently includes several live courses, 15 online courses, and numerous self-directed learning opportunities.

Program goal

Ensure that AOC staff develop and maintain a high degree of job-related expertise through regular participation in relevant, high-quality training and education in a variety of disciplines provided by internal as well as external subject matter experts.

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