Leadership Essentials Group Learning Program

Program description:
This group learning program is specifically designed for those who lead as managers and who have been in a management role for one year or less. Managers with more than one year of experience will be considered if there is an open seat in the session. The program begins with a focus on the foundations of leadership, such as creating a shared vision and trust and progresses to the nuts-and-bolts of leading as a manager. Managers participate together and learn from each other as they build connections throughout the program.

Program content:

**Day 1:** Introduction to The Five Practices of Exemplary Leadership®, from *The Leadership Challenge*, by James Kouzes and Barry Posner
**Day 2:** Creating a Climate of Trust, Effective Communications, Hiring the Best
**Day 3:** Leading Different Personality Styles, Ongoing Coaching and Feedback, and Performance Management and Progressive Discipline
**Day 4:** Human Resources Policy and Compliance, Delegating and Managing Conflict
**Day 5:** Crucial Conversations®
**Day 6:** Inspiring and Engaging Employees
**Day 7:** Leadership Lift-Off

Program schedule: *tentative date

**Spring Session One:** Thursdays, February 18, 25, March 3, 10, 17, 24, 8:30am – 4:30pm and May 26, 9:00am – 1:00pm

**Spring Session Two:** Thursdays, April 14, 21, 28, May 5, 12, 19, 8:30am – 4:30pm and Wednesday, July 13, 9:00am – 1:00pm

**Fall Session One:** Thursdays, September 1, 8, 15, 22, 29, October 6, 8:30am – 4:30pm and Wednesday, November 16*, 9:00am – 1:00pm

**Fall Session Two:** Thursdays, October 13, 20, 27, November 3, 10, 17, 8:30am – 4:30pm and January 12*, 9:00am – 1:00pm

Location: 2400 Old Ivy Road, Room 189, except for final class of each session

Program deadlines and requirements:
Applications are accepted on a rolling basis.

Program contact:
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