

Emerging Leaders Academy 2016

| March 15 | March 16 | April 6 | April 20 | May 12, 13 | June 1 | 2 | July 20 | 21 | Aug 17 | 18 | Sept 7 | 8 | Oct 5 | Oct & Nov |
|---|--|--|--|---|--|------------------|--|------------------|--|------------------|--|--|----------------------|---|
| Orientation Day 1 | Orientation Day 2 | Effective Communication | Data-based Decision Making & Problem Solving | Leadership Team Building Retreat | Innovation Delivery Workshop | Project Work | Leadership & Diversity | Project Work | Strategic Planning & Change | Project Work | Story-telling & Presentation Skills | Project Work | Project Work Session | Present to Leadership & Graduation Event |
| City Hall 40A | DSI - US Bank Building US Bank Building | SPPD - Emergency Command Center | SPRWS | YMCA Camp Ihdupapi | Central Library Innovation Center | Cent Lib-4th Flr | Wellstone Center: Anna Heilmaier | Cent Lib-4th Flr | Public Works Municipal Equipment | Cent Lib-4th Flr | Wellstone Center: West Side Room | Cent Lib-4th Flr | Cent Lib-4th Flr | Present to Leadership & Graduation |
| LEARNING OBJECTIVES | | | | | | | | | | | | | | |
| Understand program purpose & expectations; Gain history of City | Learn group dynamic basics to prepare for & navigate team experience | Learn techniques to improve communication skills | Learn about service excellence & innovation | Build strong team connections & relationships with co-workers | Practice & boost motivation, imagination & creativity that advances Saint Paul | | ID how to advance racial equity across Saint Paul | | Learn basics of org. strategy & approaches to lead / impact success | | Learn & practice presentation skills tools & techniques | | | |
| Gain personality insights regarding yourself & your team | Gain understanding of your project assignment | Practice communication skills techniques | Learn about Plain Language Initiative | Learn insights regarding leadership to apply to work | Practice preparing & presenting to leadership teams | | How to lead diverse work groups & develop personal effectiveness | | Learn 'systems thinking', the big picture & how to define, influence & share to build buy-in | | Present ideas assertively & persuasively | | | Recognition, reflection & celebration of growth & development |
| GUIDELINES FOR PROJECT MILESTONES | | | | | | | | | | | | | | |
| | Meet with Sponsor & Team; Draft Charter | Meet with Team; Refine Charter; Draft Work Plan | Present Charter & Elevator Speech. Guideline: Draft Work Plan & conduct initial research | At Retreat, present Charter, Elevator Speech & brief Work Plan summary; Give & Receive Feedback | Guideline: Research & Work the plan | | Guideline: Research & Work the plan | | Guideline: Start Drafting Recommendations and/or Summary of Action Report | | Guideline: Present findings to Sponsor; Almost Final Recommendation report | Guideline: Create & finalize PPT; finalize recommendations | | Final Presentation to leadership group |