

Focused Leadership Program Outline Spring FY18

Focused Leadership is an intensive executive coaching program designed for high-performing senior managers (grade 60 and above) who have a current and pressing challenge that is best addressed through one-on-one coaching. The fee for this program is \$1200. Please note: Universal Manager Training is a pre-requisite for participation in Focused Leadership.

<u>Session/Event</u>	<u>Date/Timeframe</u>	<u>Commitment</u>
Mandatory Information Session	December 12 or December 13	9:00-10:00 a.m. 3:00-4:00 p.m.
Application deadline	December 18 by 5:00 p.m.	
Pre-work: Complete the LEA 360° assessment	January 11 to February 8	45 minutes plus assigning observers
Session 1: 360° Feedback session Christina Finegold, <i>Harvard University Center for Workplace Development</i>	February 15	9:00 a.m.-3:00 p.m.
360° Meeting: In-depth review of individual results with a coach who is certified in the tool and your coach	February 16 to February 28	One hour
Session 2: Immunity to Change Margie Naddaff, <i>Harvard University Center for Workplace Development</i>	March 1	9:00 a.m.-3:00 p.m.
Session 3: Creating the Individual Development Plan Sue Coyne, <i>Harvard University Center for Workplace Development</i>	March 8	9:00 a.m.-3:00 p.m.
Coaching session 1	Week of March 19	One hour
Coaching session 2	Week of April 9	One hour
Coaching session 3	Week of April 30	One hour
Session 4: Group Check-in - Individuals Report on Progress-to-Date	May 10	9:00 a.m. – 11:00 a.m.
Coaching session 4	Week of May 21	One hour
Coaching session 5	Week of June 10	One hour
Session 5: Sustaining Progress Christina Finegold, <i>Harvard University Center for Workplace Development</i>	June 19	9:00 a.m.-12:00 p.m.

Registration information is available through local Human Resource offices or by contacting the Harvard Leadership Development Program at CWD_HLDP@harvard.edu. **Applications are due by December 18** and notification will be given on January 11.