

EXECUTIVE COACHING

2 Leadership Coaching Options for Senior Leaders (Grades 60 and Above)

Coaching is a reflective conversation focused on leveraging and enhancing an individual's skills, knowledge, abilities, and perspectives to achieve goals and further one's engagement.

The Center for Workplace Development offers executive coaching for high-performing senior administrative and faculty leaders who have a current leadership challenge and a desire to take action and create a plan through an interactive process of learning and applying new behavior. Focused Leadership is most effective for those interested in expanding their network and having built-in structure and accountability. Individual Coaching is most effective for those who prefer more flexibility. Each coaching option costs \$1,200 per person.

We also provide short-term coaching focused on very specific leadership challenges that can be addressed in a 3-session engagement for grades 59 and above. Cost: \$500 per person.

Applications are available through local Human Resource offices or by contacting CWD_HLDP@harvard.edu

FOCUSED LEADERSHIP

- Information Session
- Five Individual Coaching Sessions over 6 months
- Five Instructor-led Classroom Sessions
 1. Receive and Review 360° Feedback
 2. Change Immunity Map Process
 3. Create Individual Development Plan
 4. Midpoint Check-in
 5. Sustaining Progress
- Learning Pair or Trio
- Formalized Networking with Peers Across the University

INDIVIDUAL COACHING

- Information Session
- Eight One-on-One Sessions Over 6 months
- Receive and Review 360° Feedback (Optional)
- Create Individual Development Plan
- Strategize to Develop Changes That Foster Leadership Effectiveness



ONBOARDING COACHING

Onboarding Coaching for Senior Leaders

This process is a partnership between the coach, new senior leader, and their manager.

The Center for Workplace Development offers onboarding coaching for senior leaders (grade 60 and above) and faculty leaders to foster a smooth transition into a new position for both internal promotions and external hires. Senior-leader onboarding coaching helps newly placed executives and faculty leaders navigate areas most critical to their success.

This coaching option is FREE.

NEW LEADER COACHING

Five Individual Coaching Sessions over 6 months

- 5 meetings between coach and coachee and one between coach and manager.

The Coaching Process:

- Onboarding Goal Setting: review onboarding activities and establish goals for onboarding and assimilation.
- Onboarding Coaching Orientation Meeting: review Onboarding Checklist and discuss resources available to help with successful transition into senior leader role.
- 30-day Check-In: clarify goals and ensure that the leader is gaining a solid understanding of the challenges and opportunities of the new role.
- 60 Day Check-In: review progress and discuss what the Leadership Impact Plan includes.
- Onboarding Coaching Completion and 100-Day Check-In: focus on evaluating the achievement and completion of the Onboarding Checklist, discuss strategic plan, goals, and priorities for the first year in the role.
- 6-Month Follow-Up Coaching Session: check in to ensure that the transition into the new role is going smoothly and the leader is receiving the support s/he needs.

