



Emerging Leaders Program Syllabus

Goal: Provide rising leaders a path to knowledge, self-assessment, and leadership skills development.

Objectives:

- Increase communication skills
- Enhance self-awareness and dealing with others
- Develop leadership skills awareness
- Develop and present an individual development plan and personal brand

Facilitator: Aaron Tolson, Program Director, Emerging Leaders Program

Approach: Eight-weekly sessions that cover topics on developing emerging leaders presented by Subject Matter Experts for each class. Sessions will be held from 7:00pm – 9:00pm:

Wewerka Landscape
10669 Wakeman Ct
Manassas, VA 20110

Orientation Session – Sept 8

- Introductions: Board and committee members, presenters, and participants
- Will cover:
 - Program expectations and provide overview
 - Commitment, accountability, communication, etc.
 - Work life balance and effective time management techniques

Note: Survey will be sent at the very end

Week 1: Rethinking Communications (Greg Ballard) – Sept 22

- Areas of Focus:
 - This session will introduce a new model and approach for communication that shifts the emphasis from information to relationship.
 - We will explore the purpose of communication and develop a framework for selecting what and how to approach a communication event.

Week 2: Individual Development (Aaron Tolson) – Sep 29

- Areas of Focus:
 - Constructing your professional development plan

- Knowing who you are.

Week 3: Leading and Managing Yourself (Al Durr) – Oct 6

- Areas of Focus:
 - Combating unconscious bias; Leading with Awareness
 - How we view others is impacted by our personal filters which combine our beliefs, values, and past experiences. In this session, we'll explore biases and techniques to help you understand how other people see the world.
 - By gaining insight into your filters, you will be able to engage in difficult conversations and lay the foundation to develop a greater sense of awareness and empathy that starts with you.

Week 4: Employee Performance (Dr. Bob Schneider) – Oct 13

- Areas of Focus:
 - Employee Performance
 - This session will examine the dynamics and challenges of individual and group performance and discuss how you can successfully navigate the professional and personal challenges of coaching underperforming employees.
 - By understanding how employees learn you will have a better sense of how to provide feedback that engages your team while also developing the skills it takes to “have the hard conversations” with dignity and respect.

Week 5: Corporate Culture & AI (Steve Daves) – Oct 20

- Areas of Focus:
 - Corporate Culture, Reputation, & Branding
- Leveraging AI
 - Prompts: what, when, and how
 - Pros and Cons

Week 6: - Leadership Styles (Dr. Sabrina Ricks) – Oct 27

- Areas of Focus:
 - Building on week's 1-5 topics, discuss leadership styles, characteristics, and qualities, and what it means to lead instead of managing or supervising

Week 7: Participants deliver individual development plans – Nov 3

Week 8: Participants deliver individual development plans – Nov 10

Reception and Award Ceremony – Nov 14

5:00 pm – 6:30 pm

Manassas Museum

9101 Prince William Street

Manassas, VA, 20110