



ExcEL for Women: Enhancing Your Leadership Presence

Courtyard Atlanta Decatur Downtown/Emory - October 8

Agnes Scott College, Decatur, GA - October 9-10, 2017

PROGRAM		
DAY 1 – SUNDAY, OCTOBER 8		
Time	Topic / Activity	Description
1:00pm	Arrival / Registration	Courtyard Atlanta Decatur Downtown/Emory
2:00pm	Introductions & Icebreaker	This activity will set the tone for the workshop and allow participants to get to know each other and the program facilitators. It is designed to collect information about learning experience, interests, and future expectations/goals.
2:45pm	Leadership Activity	This activity sets the foundation for assessing how one’s observable behaviors and motivational tendencies influence effectiveness in specific leadership situations.
3:30pm	Leadership Evaluation	<p>Participants will develop a working knowledge of the DiSC model and apply it for better self-understanding. Participants will explore how driving forces affect their roles as leaders and engage in conversations that provide a clear path for action.</p> <p>Self-Awareness is a process of examining the impact of personal values, beliefs, styles of communication, and experiences.</p> <ol style="list-style-type: none"> Recognize personal attitudes, beliefs, and experiences (successes and failures) and assess self accurately. Leverage one’s self-awareness to effectively manage situations and relationships.
5:00pm	Adjourn	

Competencies for ExcEL for Women: *Self-Awareness, Conflict Management, Emotional Skills/Intelligence (EI), Social Intelligence (SI), Influencing Others, Adaptability & Flexibility, Personal Vision, Wellness, Strategic Thinking*

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Time	Topic / Activity	Description
6:00pm	Doors Opening & Seating	Courtyard Atlanta Decatur Downtown/Emory
6:30pm	Welcome	Dr. N. Karl Haden, President of Academy for Academic Leadership Dr. Elizabeth Kiss, President of Agnes Scott College
6:45pm	Dinner	Participants will have an opportunity to network and continue introductions.
7:45pm	Lessons in Leadership & Life: Making an Impact in All the Right Ways	Guest Speaker - Susan B. Hitchcock, Turknett Leadership Group Advisory Board Founder and Host of the Turknett Women in Leadership Seminar Series since 2003 Agnes Scott College Trustee and Immediate Past President - Alumnae Association
8:15pm	Mix & Mingle	
DAY 2 – MONDAY, OCTOBER 9		
Time	Topic / Activity	Description
7:00am	Breakfast	Agnes Scott College
8:00am	Managing Conflict in Organizations	Participants will apply two tools for immediately enhancing ability to accurately diagnose conflict situations and engage in skillful conversations that move toward resolution. Participants will recognize recurrent patterns of behavior in conflict situations through participation in dialogue about real, current conflicts. Conflict Management is the use of strategies and tactics to move all parties toward resolution, or at least containment of dispute, in a manner that avoids escalation and destruction of relationships. a. Recognize appropriate conflict resolution tactics to manage conflict situations commonly faced by leaders.

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DAY 2 – MONDAY, OCTOBER 9		
Time	Topic / Activity	Description
9:45am	BREAK	
10:00am	Managing Conflict in Organizations (cont'd)	<p>Participants will identify key differences in communication styles, including gender-based differences that may affect the course of conflict. Share tactics for dealing with some common conflict situations.</p> <p>Conflict Management is the use of strategies and tactics to move all parties toward resolution, or at least containment of dispute, in a manner that avoids escalation and destruction of relationships.</p> <p>a. Recognize appropriate conflict resolution tactics to manage conflict situations commonly faced by leaders.</p>
12:00pm	LUNCH	
1:00pm	Emotional & Social Intelligence	<p>Participants will evaluate their emotional intelligence to recognize and understand their own emotions and the emotions of those surrounding them. Participants will develop strategies to improve their EI.</p> <p>Emotional Skills/Intelligence (EI) is the ability to identify and manage your own emotions and the emotions of others. It involves 1) emotional awareness, 2) the ability to harness emotions and apply them to tasks like thinking and problem solving; and 3) the ability to manage emotions.</p> <p>a. Demonstrate skills at the emotional level through understanding of emotions and emotional situations; express emotions appropriately based on the situation.</p> <p>Social Intelligence (SI) is a predictor of effective leadership, but it is poorly understood and under-researched.</p> <p>a. Demonstrate your ability to function effectively in a variety of social situations, which includes performance and sensitivity to social situations.</p>

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DAY 2 – MONDAY, OCTOBER 9		
Time	Topic / Activity	Description
2:30pm	BREAK	
2:45pm	Power Dynamics Scenarios	<p>Participants will examine scenarios to help discover strategies for exerting power in situations and the working environment.</p> <p>Influencing Others is when you personally affect the actions, decisions, opinions, or thinking of others.</p> <ul style="list-style-type: none"> a. Clarify priorities when leading and managing change in a way that reduces the concern experienced by self and others. <p>Adaptability & Flexibility is when you can adjust to changing business needs, conditions, and work responsibilities.</p> <ul style="list-style-type: none"> a. Adapt approaches, goals, and methods to achieve solutions and results in dynamic situations. b. Analyze all aspects of a situation to make consistently sound and timely decisions.
4:00pm	Leadership Presence	<p>Participants will receive a copy of <i>The 9 Virtues of Exceptional Leaders: Unlocking your Leadership Potential</i> and hear remarks from one of the authors, Dr. N. Karl Haden, Founder and President of AAL.</p>
5:00pm	Adjourn	

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DAY 3 - TUESDAY, OCTOBER 10		
Time	Topic / Activity	Description
7:00am	Breakfast	Agnes Scott College
8:00am	Leadership Philosophy	<p>Participants will complete activities that guide and provide the direction necessary to chart the course and choices made about career and life. This information will act as a springboard for what participants believe about their leadership and assist them in defining their leadership philosophy.</p> <p>Personal Vision is the skill of identifying where you can support, promote, and ensure alignment with your own vision and values.</p> <p>a. Develop a clearly articulated personal vision statement that can be used to initiate, evaluate, and refine all of one's activities.</p>
9:30am	BREAK	
9:45am	Wellness	<p>Participants will evaluate their own wellness by self-assessing each dimension of wellness required for balancing different aspects of living in a healthy manner.</p> <p>Wellness is a positive and holistic approach to living where quality of life is optimal upon balance of all dimensions.</p> <p>a. Self-reflect and purposely seek, evaluate, and apply historical, contemporary, and evolving information to attain and/or maintain optimal well-being.</p>
11:30am	LUNCH	
12:30pm	Identify goals, objectives and strategic plan	<p>Participants will begin the goal setting process and develop their personal strategic plan. Participants will learn how to use their own unique story and life experience to inspire their leadership, build on their strengths, and shift unhelpful attitudes and behaviors for a lasting impact both in and outside of the work environment.</p> <p>Strategic Thinking is an individual's capacity for thinking conceptually, imaginatively, systematically, and opportunistically regarding the attainment of success in the future.</p>

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		a. Discover, develop, or acquire new value creation potential.
DAY 3 - TUESDAY, OCTOBER 10		
Time	Topic / Activity	Description
1:45pm	Identify Mentors	Mentoring is a proven approach to drive rich learning and development for both mentees and mentors. Selecting a mentor requires thoughtful planning and sustained commitments. Participants will spend time discussing the importance of careful mentor selection. Participants will identify 2-3 potential mentors and develop a framework for productive feedback from peers and mentors.
2:15pm	Wrap-Up Roundtable	Take-aways and suggestions for next steps.
3:00pm	Adjourn	

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