



## ***ExcEL for Women: Enhancing Your Leadership Presence***

Courtyard Atlanta Decatur Downtown/Emory - October 8  
 Agnes Scott College, Decatur, GA - October 9-10, 2017

<b>PROGRAM</b>		
<b>DAY 1 – SUNDAY, OCTOBER 8</b>		
<b>Time</b>	<b>Topic/Activity</b>	<b>Description</b>
<b>1:00 p.m.</b>	<b>Arrival/Registration</b>	Courtyard Atlanta Decatur Downtown/Emory
<b>2:00 p.m.</b>	<b>Introductions &amp; Icebreaker</b>	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.
<b>2:45 p.m.</b>	<b>Leadership Activity</b>	This activity sets the foundation for assessing how observable behaviors and motivational tendencies influence effectiveness in specific leadership situations.
<b>3:30 p.m.</b>	<b>Leadership Evaluation</b>	<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><b>Self-awareness</b> is a process of examining the impact of personal values, beliefs, styles of communication, and experiences.</p> <ol style="list-style-type: none"> <li>Recognize personal attitudes, beliefs, and experiences (successes and failures) and assess self accurately.</li> <li>Leverage one’s self-awareness to effectively manage situations and relationships.</li> </ol>
<b>5:00 p.m.</b>	<b>Adjourn</b>	



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DAY 1 – SUNDAY, OCTOBER 8		
Time	Topic/Activity	Description
6:00 p.m.	<b>Doors Opening &amp; Seating</b>	Courtyard Atlanta Decatur Downtown/Emory
6:30 p.m.	<b>Welcome</b>	Dr. N. Karl Haden, President of Academy for Academic Leadership Dr. Elizabeth Kiss, President of Agnes Scott College
6:45 p.m.	<b>Dinner</b>	Participants will have an opportunity to network and continue introductions.
7:45 p.m.	<b>Lessons in Leadership &amp; Life: Making an Impact in All the Right Ways</b>	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
8:15 p.m.	<b>Mix &amp; Mingle</b>	
DAY 2 – MONDAY, OCTOBER 9		
Time	Topic/Activity	Description
7:00 a.m.	<b>Breakfast</b>	Agnes Scott College
8:00 a.m.	<b>Managing Conflict in Organizations</b>	Participants will apply two tools for immediately enhancing their abilities to diagnose conflict situations accurately 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. <i>Conflict management</i> 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.

**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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DAY 2 – MONDAY, OCTOBER 9		
Time	Topic/Activity	Description
9:45 a.m.	<b>BREAK</b>	
10:00 a.m.	<b>Managing Conflict in Organizations (cont'd)</b>	<p>Participants will identify key differences in communication styles, including gender-based differences that may affect the course of conflict. Participants will share tactics for dealing with some common conflict situations.</p> <p><b>Conflict management</b> 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>
12:00 p.m.	<b>LUNCH</b>	
1:00 p.m.	<b>Emotional &amp; Social Intelligence</b>	<p>Participants will evaluate their emotional intelligence (EI) to recognize and understand their own emotions and the emotions of those surrounding them. Participants will develop strategies to improve their EI.</p> <p><b>Emotional skills/intelligence</b> is the ability to identify and manage one's 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 using understanding of emotions and emotional situations; express emotions appropriately based on the situation.</p> <p><b>Social intelligence (SI)</b> is a predictor of effective leadership, but it is poorly understood and under-researched.</p> <p>a. Demonstrate ability to function effectively in a variety of social situations, which includes performing effectively and displaying sensitivity to social situations.</p>

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DAY 2 – MONDAY, OCTOBER 9		
Time	Topic/Activity	Description
2:30 p.m.	<b>BREAK</b>	
2:45 p.m.	<b>Power Dynamics Scenarios</b>	<p>Participants will examine scenarios to discover strategies for exerting power in situations and the working environment.</p> <p><b>Influencing others</b> is when one personally affects the actions, decisions, opinions, or thinking of others.</p> <p>a. Clarify priorities when leading and managing change in a way that reduces the concern experienced by self and others.</p> <p><b>Adaptability &amp; flexibility</b> is when one can adjust to changing business needs, conditions, and work responsibilities.</p> <p>a. Adapt approaches, goals, and methods to achieve solutions and results in dynamic situations.</p> <p>b. Analyze all aspects of a situation to make consistently sound and timely decisions.</p>
4:00 p.m.	<b>Leadership Presence</b>	Participants will receive a copy of <i>The 9 Virtues of Exceptional Leaders: Unlocking your Leadership Potential</i> and hear remarks from one of its authors, Dr. N. Karl Haden, Founder and President of AAL.
5:00 p.m.	<b>Adjourn</b>	
8:00 a.m.	<b>Leadership Philosophy</b>	<p>Participants will develop personal vision statements to help provide direction necessary to chart their career and life choices. Participants will apply five steps to assist them in defining their leadership philosophy.</p> <p><b>Personal vision</b> is the skill of identifying where one can support, promote, and ensure alignment with one's 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>

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DAY 3 - TUESDAY, OCTOBER 10		
Time	Topic/Activity	Description
9:30 a.m.	<b>BREAK</b>	
9:45 a.m.	<b>Wellness Circle</b>	<p>Participants will evaluate their own wellness by assessing each dimension of wellness required for balancing different aspects of living in a healthy manner.</p> <p><b>Wellness</b> is a positive and holistic approach to living in which 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>
11:00 a.m.	<b>LUNCH</b>	
12:00 p.m.	<b>Identify Goals, Objectives, and Strategic Plan</b>	<p>Participants will begin the goal-setting process and develop their personal strategic plan. Participants will learn how to use their own unique stories and life experiences 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><b>Strategic thinking</b> is an individual's capacity for thinking conceptually, imaginatively, systematically, and opportunistically regarding the attainment of success in the future.</p> <p>a. Discover, develop, or acquire new value creation potential.</p>
1:45 p.m.	<b>Identify Mentors</b>	<p>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 obtaining productive feedback from peers and mentors.</p>

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<b>DAY 3 - TUESDAY, OCTOBER 10</b>		
<b>Time</b>	<b>Topic/Activity</b>	<b>Description</b>
<b>2:15 p.m.</b>	<b>Wrap-Up Roundtable</b>	Participants will formulate and receive take-aways and suggestions for next steps.
<b>3:00 p.m.</b>	<b>Adjourn</b>	

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