

The Strategic Leader: Agenda for 2009 - 2010

Tuesday, September 22, 2009

8:00AM - 9:00 AM

Strategic Time Management

- Strategic thinking and planning
 - Balancing the present and the future
- Eliminating time wasters
- Achieving Work/Life balance
- Personal health and high performance

9:00AM - 10:00 AM

Strategic Goal Setting

- Establishing and communicating a vision and strategy
- Accountability and Measurement
- Strategic Brainstorming Activity
- Introduction to the 90 Day Planner
- Completion of goal worksheets
- Goals, deadlines, action steps, and expected outcomes

10:00 AM - 1:00 PM

Group Coaching Meeting (lunch included)

- Biographical introductions
- Forum: each participant discusses a work-related challenge or problem they are facing; group members respond with questions and shared experiences
- Reading assignment for next meeting: *Building Strategic Relationships, Harvard Business Review*

Tuesday, November 10, 2009

8:00 AM - 9:00 AM

Strategic Goal Setting

- The 90 Day Planner
- Completion of goal worksheets
- Goals, deadlines, action steps, and expected outcomes

9:00 AM - 10:00 AM

Strategic Relationships

- Relationship mistakes
- Relationship tools
- Relationship Style Survey- self assessment
- Changing current relationships
- The Top Ten Club

10:00 AM - 1:00 PM

Group Coaching Meeting (lunch included)

- Each participant discusses a work-related challenge or problem they are facing; group members respond with questions and shared experiences
- Reading assignment: *Coaching Skills for Executives*

Tuesday, February 16, 2010

8:00 AM - 9:00 AM

Coaching workshop

- Helping others succeed
- Behaviors you can change (and those you can't)
- Retooling the way you review employees
- Developing your successor
- Delegation

9:00 AM - 10:00 AM

Strategic Goal Setting

- The 90 Day Planner
- Completion of goal worksheets
- Goals, deadlines, action steps, and expected outcomes

10:00 AM - 1:00 PM

Group Coaching Meeting (lunch included)

- Each participant discusses a work-related challenge or problem they are facing; group members respond with questions and shared experiences
- Reading assignment: *How to Become an Authentic Speaker, Harvard Business Review*

Tuesday, April 13, 2010

8:00 AM - 9:00 AM

Communication and Presentation Skills

- *How to Become an Authentic Speaker, Harvard Business Review*
- Connecting with your audience
- Displaying passion
- Listening as a persuasion tool
- Non-verbal communication

9:00 AM - 10:00 AM

Strategic Goal Setting

- The 90 Day Planner
- Completion of goal worksheets
- Goals, deadlines, action steps, and expected outcomes

10:00 AM - 1:00 PM

Group Coaching Meeting (lunch included)

- Each participant discusses a work-related challenge or problem they are facing; group members respond with questions and shared experiences

Wrap Up

- Next steps