



Boot Camp Schedule

October 2019 – March 2020

Day 1	October 17 2019	<ul style="list-style-type: none"> • Orientation (9:00am start) • Strengths-based leadership
Day 2	October 18, 2019	<ul style="list-style-type: none"> • Communicating with confidence and credibility
Day 3	November 15, 2019	<ul style="list-style-type: none"> • Cultural Competency & Managing Unconscious Bias • Developing Emotional Intelligence
Day 4	December 12, 2019	<ul style="list-style-type: none"> • Assessing Leadership (360) • Stress Management/Self-Care
Day 5	December 13, 2019	<ul style="list-style-type: none"> • Develop & Manage Capacity for Personal Change
Day 6	January 17, 2020	<ul style="list-style-type: none"> • Leadership & Gender in the workplace • Working effectively with Multiple Generations
Day 7	February 20, 2020	<ul style="list-style-type: none"> • Strategy and Organizational Change
Day 8	February 21, 2020	<ul style="list-style-type: none"> • Negotiating for Success • Network or Networth?
Day 9	March 19, 2020	<ul style="list-style-type: none"> • Executive Presence /Packaging Yourself for Success • Effective Presentation Skills
Day 10	March 20, 2020	<ul style="list-style-type: none"> • Developing Your Personal Leadership Plan • Closing Session & Graduation

Time: Sessions typically run 9:30am -4:30pm

Location: Sessions are typically held at the Indiana Wesleyan University & Conference Center located at 4100 Rockside Road, Independence OH 44131.

eliminating racism
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Updated: 11-Jun-19

YWCA Greater Cleveland reserves the right to make changes (i.e. changes in topics, dates and locations) if necessary. We will make every effort to keep participants and supervisors updated if there are any changes to this curriculum or schedule.

Day 1	Orientation Purpose: Introduction and overview of program components. Objectives: Understand expectations of participants and supervisors; Responsibilities of leadership; Importance of intentionality and engagement; beginning of participant networking.
	Strengths-based leadership Purpose: Discover your most dominant talents, strengths, and areas of greatest skill. Objectives: Clarify individual strengths. Learn how to effectively utilize strengths in leadership, management, problem solving, and decision-making.
Day 2	Communicating with confidence and credibility Purpose: Increase your ability to communicate effectively as a team member or team leader. Objectives: Recognize the impact of perspective on your success. Recognize differences in communication preferences. Reduce listening barriers.
Day 3	Cultural Competency & Managing Unconscious Bias Purpose: Understand what it means to be a culturally competent individual and how culture and diversity affect our unconscious biases. Objectives: Ability to identify how culture, diversity, and unconscious bias affect our individual performance and decision-making. Learn strategies to recognize and overcome unconscious bias triggers.
	Developing Emotional Intelligence Purpose: Understand the value of emotional intelligence in the workplace and personal life. Objectives: Gain a better understanding what it means to be emotionally intelligent. Understand how improving and developing your EQ leads to better self-management, self-awareness, and better job performance.
Day 4	Assessing Leadership (360 Review) Purpose: Understand the meaning and value of individual leadership and influence. Identify the behaviors and actions of exemplary leaders through the use of a 360 leadership assessment. Create a follow-up development plan. Objectives: Review individual 360 assessments. Identify personal leadership strengths and behaviors. Define the exemplary practices of leaders. Accept constructive feedback and apply towards professional and personal development. Create a vision that inspires team success.
Day 5	Develop & Manage Capacity for Personal Change Purpose: Increase ability to develop and manage personal change. Objectives: Understand the systemic nature of personal change and hidden forces that stall personal change. Discover how your mindset affects behavior.
	Stress Management/Self-Care Purpose: Understand benefits of stress management and self-care in your personal life and career. Objectives: Evaluate your current levels of stress and self-care practices. Learn about and practice techniques for stress management and self-care. Create a plan for the future.
Day 6	Leadership & Gender in the workplace Purpose: Gain understanding of gender communication differences in order to become more effective communicators and leaders. Objectives: Recognize personal and cultural differences in gender styles. Increase flexibility in adapting style to workplace culture. Speak assertively in various workplace situations.
	Working effectively with Multiple Generations Purpose: Gain knowledge and understanding of an inter-generational diverse workforce, as well as differences and similarities that can drive personal and professional growth and success. Objectives: Increase knowledge of each generation; the multiple layers of diversity, styles, and cultural differences; generational discrimination; and how to address and overcome to improve performance.
Day 7	Strategy and Organizational Change Purpose: Learn how to accept and embrace change as an individual contributor. Objectives: Understand organizational change, individual change management, and the change cycle. Apply key strategies to effectively deal with change. Explore strategies for managing resistance.
Day 8	Network or Network? Purpose: Understand the need and ability to network to enhance career. Objectives: Networking as a career enhancer. Understanding of the role social media can play in networking. Create and enhance personal brand.
	Negotiating for Success Purpose: Build and enhance the necessary skills to enter real-life negotiations with confidence and understanding. Objectives: Explore the fundamentals of the art of negotiation. Discuss its applicability in peer-to-peer and peer-to-manager relationships. Introduce the practical application of negotiation tools through role play.
Day 9	Executive Presence /Packaging Yourself for Success Purpose: Build confidence and apply tangible steps to present a positive self for success. Objectives: Self-packaging; Eliminate derailing habits; Increased credibility and executive presence.
	Effective Presentation Skills Purpose: Understand what makes an effective presentation, with or without a PowerPoint. Objectives: Learn the key elements of an effective presentation, including using presentation software. Practice speaking and presenting without visual aids.
Day 10	Developing Your Personal Leadership Plan Purpose: Develop a game plan for your development and a structured methodology to create the plan and follow through. Objectives: Create the vision for your development for 12-18 months out. Develop a training plan (90 day action plan). Determine how to hold yourself accountable.

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