

# AGENDA

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**September 27 – November 8, 2021 | Individual Session Dates: Sept 27, Oct 4, 18, 25, Nov 1, and 8**

## Session 1: Dimensions of Difference

*September 27, 2021 | 1:00 – 4:00 p.m. ET*

In this opening session, you'll explore the unique context of leading as an Assistant or Associate Dean. There is tremendous variability in the role of Assistant/Associate Dean across universities – and even across colleges within the same university. Because of this, understanding the expectations that others have of you in your role can sometimes feel like a moving target. We'll discuss how to navigate through and find balance within this dynamic leadership environment and you'll identify where you have unique opportunities to focus your efforts productively.

## Session 2: Defining Your Leadership Approach

*October 4, 2021 | 1:00 – 4:00 p.m. ET*

There is no single right way to lead. Rather than present a single model of leadership, you'll be introduced to various leadership theories. More importantly, you'll explore how your leadership style develops from, and is informed by, your personal strengths as well as challenges you face, so that you can learn how to adapt to different situations.

It is also important to realize that you cannot develop as a leader without getting feedback. When you receive feedback, you get a clear picture of your impact as a leader and whether your impact aligns with your intent. You will do this in two ways:

1. *5 Paths to Leadership Self-Assessment*: This assessment sheds light on your strengths and potential blind spots by examining five key forms of intelligence including intellectual, emotional, intuitive, action, and spiritual. The assessment will help you understand ways of achieving greater balance among the five forms of intelligence, so that you can improve your overall effectiveness as a leader.
2. *Leadership Audit*: You'll have the opportunity to invite a small number of colleagues to share feedback with you regarding your strengths and areas to develop, and put forward ideas for ongoing growth. This feedback is submitted through Academic Impressions and is completely anonymous. Your results will be shared with you privately and your instructor will provide you with a personalized 1:1 session to help you interpret and act on the feedback.

**Please note: There will be no group session the week of 10/11/21.**

## Session 3: Understanding and Navigating Through Conflict

*October 18, 2021 | 1:00 – 4:00 p.m. ET*

Understanding how to effectively navigate conflict is a vital skill for Assistant/Associate Deans, but it can also be one of the most difficult and complicated ones to get right, especially when you're managing the often competing expectations and needs of various stakeholders across the college. In this session, you'll complete the Style Matters: The Kraybill Conflict Style Inventory, which identifies your typical response in conflict and offers ways to optimize your approach. Through this assessment, you'll come to understand your own approach to conflict as well as the approach of others you work with, including your Dean. You'll then discuss effective strategies for approaching conflict regardless of the situation, including how to negotiate the balancing act that comes with working with a larger team with competing interests. You will leave this session with new tools and strategies that will help you respond to conflict in healthy and productive ways that build the trust amongst your team.

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### **Session 4: Building Your Relationship with Your Dean**

*October 25, 2021 | 1:00 – 4:00 p.m. ET*

It is not a surprise to hear that having a productive relationship with your Dean is critical to your success, satisfaction and endurance in your role. Perhaps you already have a solid relationship with your Dean and you're looking for new ways to continue to grow your influence. Or perhaps you're struggling with lack of clarity, support and/or authority, and you're looking for ways to improve your relationship. In this session, you will explore different ways to manage up and communicate your needs and expectations for a productive and supporting relationship with your Dean.

### **Session 5: Building a Collaborative Culture with Your Faculty and Staff**

*November 1, 2021 | 1:00 – 4:00 p.m. ET*

As Assistant/Associate Dean, effective leadership cannot rely on formal authority or top-down decision making. Instead, you must lead with a collaborative stance and from a position of influence. In this session, you'll be introduced to a variety of tips and strategies that will help you build an inclusive and collaborative culture with your faculty and staff and you'll discuss with your peers different ways to apply those techniques in the context of your role and leadership.

### **Session 6: Career Planning and Time Management**

*November 8, 2021 | 1:00 – 4:00 p.m. ET*

As an Assistant/Associate Dean, there are many career pathways available to you. Perhaps you're interested in becoming an academic dean. You might also be curious about other leadership opportunities across higher ed. Or perhaps you feel that transitioning back to faculty full-time is the right fit. In this final session, you'll be introduced to a career planning rubric that will help you identify and explore possible career paths. You'll also hear from guest speakers who can provide some guidance on how to translate and leverage your current leadership experience to other ventures. You'll also walk away with tips and strategies for how to effectively manage your time and multiple priorities, which includes your own professional development. As we close out the bootcamp, this session is designed to help you reflect on what your leadership practice means to you both in the present and future.