

Master Gardeners...

Growing through Leadership

Date and Location Here

6:00 – 9:00 pm

Objectives:

Participants will...

- Understand their personality type and how to build on their leadership abilities
- Develop new insights into leadership and its importance to organizations
- Enhance their communication skills in listening, speaking, giving and receiving feedback, and influencing others
- Learn how to work with others on project teams
- Learn how to serve more effectively on board and committees and how to run meetings
- Learn how to manage conflict

Session 1 – Understanding Your Personal Leadership Attributes – Date

6:00 PM	Welcome and Get Acquainted
6:30	Program Objectives, Participants' Expectations and Agenda Overview
6:45	Understanding Your Personal Leadership Attributes (Colors)
7:30	Break
7:45	Understanding Your Personal Leadership Attributes (continued)
8:45	Overview of Next Session, Assignment, and Evaluation
9:00	Adjourn

Session 2 – Understanding the Nature of Leadership and Communicating for Leadership Effectiveness – Date

6:00 PM	Welcome, Icebreaker, Overview of Agenda/Objectives
6:15	Understanding the Nature of Leadership
7:00	Communication for Leadership Effectiveness – Listening and Speaking
7:30	Break
7:45	Communication for Leadership Effectiveness – Giving & Receiving Feedback

8:45 Overview of Next Session, Assignment, and Evaluation

9:00 Adjourn

Session 3 – Working with Others- Date

6:00 Welcome, Icebreaker, Overview of Agenda/Objectives

6:15 Working with Others

7:30 Break

7:45 Working with Others (continued)

8:45 Overview of Next Session, Assignment, and Evaluation

9:00 Adjourn

Session 4 – Leading Effective Boards and Committees- Date

6:00 Welcome, Icebreaker, Overview of Agenda/Objectives

6:15 Leading Boards and Committees

7:30 Break

7:45 Running Effective Meetings

8:45 Overview of Next Session, Assignment, and Evaluation

9:00 Adjourn

Session 5 – Managing Conflict- Date

6:00 Welcome, Icebreaker, Overview of Agenda/Objectives

6:15 Managing Conflict

7:30 Break

7:45 Managing Conflict (continued)

8:15 Reflections on What You've Learned and How to Use It

8:30 Program Evaluation

8:45 Presentation of Certificates

9:00 Adjourn