



APIC/SHEA JOINT LEADERSHIP DEVELOPMENT COURSE

December 7-9, 2019 • Arlington, VA



DECEMBER 8, 2019 - COURSE AGENDA | BUILDING AND LEADING EFFECTIVE TEAMS

TIME	TOPIC
8 – 8:15 AM	Welcome & Introduction
8:15 – 9:30 AM	<ul style="list-style-type: none"> • Review the CPI Leadership Assessment (Self-Assessment) • Nature of Work (Experiential Activity) • Nature and Types of Groups, Teams and Teamwork (Video Discussion) • Types of Leadership in Groups, Teams and Teamwork
9:30 – 9:45 AM	Break
9:45 – 11:30 AM	<ul style="list-style-type: none"> • Team Design: Selection and Onboarding of Team Members • Team Canvas: Aligning the Team with Strategic Priorities (Planning)
11:30 AM – 12:30 PM	Lunch
12:30 – 1:30 PM	<ul style="list-style-type: none"> • Communication in Teams (Birthday Line Up Exercise) • Delegation in Teams (Experiential Activity) • Diversity in Teams (Experiential Activity)
1:30 – 1:45 PM	Break
1:45 – 2:45 PM	<ul style="list-style-type: none"> • Motivation in Teams (Experiential Activity) • Decision Making in Teams (Experiential Activity)
2:45 – 3 PM	Break
3 – 4 PM	<ul style="list-style-type: none"> • Shared Leadership in Teams • Stages of Team Development (Video) • Managing Conflict (Role Play) • Closing comments & reflection • Adjourn