

LEADERSHIP READINESS

New People Leader Onboarding

Leadership Learning and Development

Additional Learnings

Mandated HR Policy Review
 Orientation: Essential Policies

Leader Assimilation
 New Leader Integration

5-Day New People Leadership Program

Day 1

Leadership Mindset
Managing Performance
 Feedback & Coaching
 Disciplinary Action

Day 2

Practices & Policies
Compensation & Classification
 Benefits & Worker's Compensation
 Reasonable Accommodations

Day 3

Recruiting
Assessing Your Department
 Team Building
 Organization and Structure

Day 4

Grant Finance Basics/Grant Closure
Expenses/Reimbursements
 Procurement
 Timekeeping, IT, Legal

Day 5

Individualized Onboarding

Senior Leadership

Learnings:
 Senior Leader Competencies
 Leadership Competencies
 Foundational Competencies

Roles

Director
 Assistant Director
 Senior Program Manager

Leadership

Learnings:
 Leadership Competencies
 Foundational Competencies

Roles

Area Supervisor
 Site Supervisor
 Program Manager
 Coordinator

Entry-Level Leadership

Learnings:
 Foundational Competencies

Roles

Lead
 Peer to Supervisor (Transition)

OpenSesame
 Courses through
 the VOALA
 Learning Portal

**Leadership
 Coaching**

**Facilitator
 Training to take
 your leadership
 to the next level**

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