



2025 WOMEN'S LEADERSHIP PROGRAM

PROGRAM & SESSION DETAILS

A detailed overview of the program and timing is as follows:

Topic	Content Highlights	Outcome/Date
<i>Module 1: How to understand and leverage your work-style</i>	<p>Pre-work – Participants will complete the DiSC Profile Self-Assessment.</p> <p>Workshop Focus – In this module, participants will review their confidential DiSC Profile self-assessment to learn:</p> <ul style="list-style-type: none">• How their work-style impacts their decision making, communication and approach to developing relationships• How to leverage their strengths and mitigate their weaknesses to develop high trust relationships• How to change or adjust their work-style to more effectively to coach, direct, delegate and develop others• How to be an inclusive leader, be aware of your own biases and actively seek out and consider different perspectives to inform your decision making	<p>Session Goal: To build your self-awareness and develop your leadership brand.</p> <p>Date/Time Sep 16, 2025 9:00-11:30am</p>
<i>Module 2: How to coach for results</i>	<p>Pre-work – Participants will apply their DiSC action plan.</p> <p>Workshop Focus – In this module, participants will learn:</p> <ul style="list-style-type: none">• The difference between formal and informal coaching• How to use the three main elements of coaching to develop a self-motivated team• How to have a coaching conversation that solves problems and deliver results	<p>Session Goal: To learn how to coach your team both formally and informally and hold your people accountable.</p> <p>Date/Time Oct 1, 2025 9:00-11:30am</p>
<i>Module 3: How to be an inclusive leader</i>	<p>Workshop Focus – In this module, participants will:</p> <ul style="list-style-type: none">• Build knowledge on equity principles and apply the 5Cs of inclusive leadership• Unpack principles of anti-oppression and examine social identity characteristics• Learn to foster brave spaces and engage conflict through courageous conversations in the workplace	<p>Session Goal: To learn how to foster DEI and psychological safety in the workplace</p> <p>Date/Time Oct 8, 2025 9:00-11:30am</p>



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Module 4: How to give feedback and have difficult conversations	<p>Pre-work – Participants will practice coaching both formally and informally.</p> <p>Workshop Focus – In this module, participants will learn:</p> <ul style="list-style-type: none">• How to give positive feedback and recognition to inspire their team• How to give constructive feedback without causing conflict• How to manage performance issues productively	<p>Session Goal:</p> <p>To feel comfortable having difficult conversations and addressing the tough stuff in order to develop a high performing team.</p> <p>Date/Time Oct 22, 2025 9:00-11:30am</p>
Module 5: How to delegate and develop your team effectively	<p>Pre-Work – Participants will practice giving positive and constructive feedback.</p> <p>Workshop Focus – In this module, participants will learn:</p> <ul style="list-style-type: none">• A manager's role in effectively developing their people• How to provide the right amount of direction and support to your people• How to effectively delegate to build a high performing team	<p>Session Goal:</p> <p>To ensure your direct reports have the right skills and demonstrate the right behaviours to achieve the requirements of their role effectively.</p> <p>Date/Time Nov 5, 2025 9:00-11:30am</p>
Module 6: How to manage your time and priorities	<p>Pre-Work – Participants will create their delegation plans with their team.</p> <p>Workshop Focus – In this module, participants will learn:</p> <ul style="list-style-type: none">• How to properly set goals for yourself and your team• How to prioritize and focus on the right things• How to hold people accountable so they achieve their deliverable	<p>Session Goal:</p> <p>To understand how to set goals, move them into action and focus on your key priorities at work.</p> <p>Date/Time Nov 19, 2025 9:00-11:30am</p>
Module 7: How to lead and communicate change	<p>Pre-Work – Participants will apply key time management strategies.</p> <p>Workshop Focus – In this module, participants will:</p> <ul style="list-style-type: none">• Understand why people resist change and how to lead beyond the resistance• Learn how to communicate key organizational changes to gain alignment from multiple stakeholders• Know how to influence change by applying key change management tools	<p>Session Goal:</p> <p>To understand how to effectively communicate and gain buy-in for your key organizational changes.</p> <p>Proposed Date/Time Dec 10, 2025 9:00-11:30am</p>