



A TOOLKIT FOR 21st CENTURY LEADERS

A professional development certificate program

This program offers leaders comprehensive training focused on developing skills necessary for navigating 21st century challenges and opportunities. Participants attend class once a month from August, 2018 to March, 2019 and participate in five, one-on-one coaching sessions. Case studies are relevant to workplace situations, class discussions provide valuable feedback, and course materials identify best practices to guide today's leaders.

About the Toolkit Certificate Program

Offered August 2018 - March 2019

- An orientation session outlining the expectations to complete the certificate
- Seven courses geared toward developing the critical skillsets necessary for contemporary leaders
- Professional EQ-i assessment
- Four sessions with a professional coach
- 4.0 CEUs (continuing education units) from Virginia Tech upon successful completion of courses and final report/project

The cost of the certificate program is \$2,549 which includes instruction, coaching, materials, lunches, refreshments, and CEUs. All classes are held at the Virginia Tech Roanoke Center located on the 7th floor of the Roanoke Higher Education Center.

Organizations are striving to be resilient and adaptive. Supervisors and managers are expecting greater efficiency and productivity. Customers are demanding standout service at a faster pace. All of these requirements make it necessary for employers to adapt and succeed during these challenging times! The Virginia Tech Roanoke Center is answering the call with A Toolkit for 21st Century Leaders.



Register today at

cpe.vt.edu/toolkit

Virginia Tech Roanoke Center | Roanoke Higher Education Center
108 N. Jefferson St., Suite 701, Roanoke, VA 24016 | (540) 767-6100

“ This Program provides the environment for exploring best practices alongside individuals from a variety of organizations, creating a rich learning experience that will change your way of thinking about leadership ”

Lesa Hanlin, *Executive Director , Roanoke Regional Initiatives*

About the Classes

Orientation and Creating an Inclusive Workplace

August 24, 2018 ■ noon – 4:30 pm

The expectations for certificate completion will be clearly explained including the role of a coach who will work with you throughout this leadership journey.

A workshop will follow emphasizing how diverse backgrounds and skill levels improve problem solving and encourage growth and change. Creating an inclusive workplace is good for business and it influences learning from people at all levels. Discover ways to build a welcoming environment.

Adaptive Leadership

September 21, 2018 ■ 9 am – 4 pm

This class provides participants with a view of reality where change is a constant in today's work life, but it is also a tool for innovation. Course content offers suggestions and tools to enable you to build agility, resiliency and comfort with change. Pre-work assigned.

Making Smart Decisions in the Digital Age

October 19th, 2018 ■ 9 am – 4 pm

This course introduces approaches to decision-making and provides opportunities to apply them effectively. Learn how to better evaluate decision alternatives and communicate your decisions more effectively. Pre-work assigned.

Language for Leaders

November 16, 2018 ■ 9 am – 4 pm

This class focuses on leadership as active and action based and it equips participants with the knowledge, skills, and motivation to return to their teams committed to implementing change. Emphasis is placed on writing, speaking, discussing, analyzing, and planning. Gain understanding of effective confrontation and problem solving skills to define individual responsibilities to achieve team goals.

Emotional Intelligence (with assessment)

January 18, 2019 ■ 9 am – 3:30 pm

This class defines, deploys, and exercises your Emotional Intelligence (EQ) while introducing new tools to enhance your existing leadership skills. High degrees of EQ result in higher effectiveness, productivity, and job satisfaction. This workshop includes a professional EQ assessment (EQ-i 2.0®) for individualized feedback on your EQ. Pre-work assigned.

Ethical Leadership

February 8, 2019 ■ 9 am – 4 pm

This workshop offers an opportunity to identify and think through the challenges of ethical living and leading. Exercises focus on examining the “invisible” challenges present in all workplaces and will assist you in making smart decisions that align with the core values of the organization. Pre-work assigned.

Design Thinking

March 15, 2019 ■ 9 am – 4 pm

Design thinking is a proven and repeatable problem-solving protocol that any business or profession can employ to achieve extraordinary results. In this Course participants will not only review the states of Design Thinking, but will practice this protocol and be given tools to take back to the workplace to support implementation of Design Thinking.

For additional or customized program information, contact **Lesa Hanlin** at lesa@vt.edu or **540-767-6103** or visit the website at cpe.vt.edu/toolkit



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