

# Leadership and Professional Development: Fully Prepared to Lead

<b>Initiative</b>	Leadership and Professional Development: Fully Prepared to Lead
<b>Campus Priority</b> (Which campus priority is this initiative advancing?)	Recruit and retain the best faculty and staff, and reward merit <ul style="list-style-type: none"> <li>Enhance department cultures and hiring practices to ensure diversity</li> <li>Continue to foster a vibrant intellectual community</li> <li>Develop the skills and creativity of our faculty and staff</li> </ul>
<b>Sponsor</b>	Darrell Bazzell, Vice Chancellor for Administration
<b>Project Lead</b>	Jim Gray, Office of Human Resource Development, Office of Human Resources
<b>Key Players</b>	Don Schutt, Office of Human Resource Development Alice Gustafson, APR Project
<b>Aims</b> (What do we want to accomplish?)	Fully Prepared to Lead is a comprehensive, competency-based development program designed to help individuals master the knowledge, skills, and tools for effective leadership. Participation is open to everyone and is not limited to those in formal supervisory or management roles. It is designed to: <ul style="list-style-type: none"> <li>Enhance leadership development at UW-Madison by providing individuals with learning opportunities to increase the skills and tools they need to be effective in leadership roles.</li> <li>Provide access to leadership development learning opportunities to employees at all levels.</li> <li>Retain faculty and staff who are interested in and have the opportunity to participate in a leadership development experience.</li> </ul>
<b>Indicators of Success</b> (How will we know we have made progress?)	<ul style="list-style-type: none"> <li>Number of participants enrolled in all scheduled courses/modules</li> <li>Number of participants who successfully complete leadership certificate (based on demonstration of competence)</li> <li>Number of participants in “certificate” program</li> <li>Overall evaluation of participants</li> </ul>
<b>Existing Efforts</b> (Are there related projects already under way?)	Initial delivery of “Fully Prepared to Lead” beginning Summer/Fall 2009
<b>Key Strategies or Actions</b>	<ol style="list-style-type: none"> <li>1. Deliver a Comprehensive program: Currently, twenty learning modules have been developed. Others will follow as leadership trends and issues emerge and change.</li> <li>2. Ensure an Integrated Curriculum: All learning modules have been developed by the same design team to ensure that the curriculum is integrated and that concepts and principles taught reinforce each other.</li> <li>3. Structure around a Competency-Based model: Competencies provide the most effective way to design, facilitate, and measure learning outcomes.</li> <li>4. Employ a Variety of Instructional Approaches: Classroom, self study, independent learning projects, and coaching sessions provide variety for a range of learning styles and approaches.</li> <li>5. Provide a <b>Certificate of Completion</b>: A general leadership certificate is available to those who successfully complete and demonstrate mastery of designated foundation learning modules and related projects.</li> <li>6. Guarantee it is Respectful and Inclusive: A key value of the Office of Human Resource Development is to treat people in an inclusive and respectful manner. This program demonstrates these values.</li> </ol>
<b>Timeline</b> (Key dates)	<ul style="list-style-type: none"> <li>➤ July-September 2009 – “Soft” rollout</li> <li>➤ September 2009-May 2010 – Promote to UW-Madison faculty &amp; staff</li> <li>➤ January 2010 – Preliminary review and evaluation</li> <li>➤ February 2010-May 2010 – Revise as needed based on preliminary review</li> <li>➤ June 2010 – Evaluate progress</li> <li>➤ July 2010-August 2010 – Prepare for fall rollout</li> <li>➤ Beginning September 2010 – Market and promote revised program structure</li> </ul>
<b>Next Steps</b>	<ol style="list-style-type: none"> <li>1. Prepare for the January evaluation</li> <li>2. Secure support infrastructure (personnel, program capacity)</li> </ol>