



# FOUNDATIONS OF LEADERSHIP AND MANAGEMENT

## Program Overview

This course exposes participants to the fundamentals of leading and managing in teams or units. As the required foundational course for the Management Development Certificate (but open to any Carey Executive Education participant), this course equips participants to lead with purpose and incorporate core knowledge and skills from research on leadership and organizations into their daily practices. Specifically, the course will help participants identify their own strengths as leaders and managers; understand how to leverage team processes, motives, and incentives to become a more effective leader; improve individual and group decisions; navigate organizational culture; and develop a plan for personal and professional growth.

Learn the day-to-day functions of leaders and managers as you take part in hands-on, collaborative learning experience with industry peers. Explore fundamental research-based principles that you can learn and grow from whether you're a first-time manager, middle manager, or seasoned business leader. This course is grounded in social science research and taught by renowned faculty that are experts in the leadership space.

## Program Agenda

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| <b>DAY 1 AM</b> | <b>LEADERSHIP PATH &amp; COURSE INTRO</b>      | Synch:<br>E. Helzer  | Course roadmap, with emphasis on integration across synch and asynchronous content.<br><br>Discussion of leadership and management strengths; identify personal strengths, development areas.<br><br>Set personalized goals for learning.<br><br>Begin leadership portfolio.<br><br>Opportunities for break-outs. |
| <b>DAY 1 PM</b> | <b>MOTIVATING AND INCENTIVIZING WORK</b>       | Asynch:<br>Insendi module with<br>C. Myers                                       | Why do we work?<br><br>Intrinsic and extrinsic motives for work.<br><br>How do incentives affect work motivation?<br><br>Job crafting (tied to personal strengths in AM session)  |
| <b>DAY 2 AM</b> | <b>DECISION-MAKING</b>                         | Synch:<br>B. Gunia   | Understanding common "traps" in decision-making.<br><br>Overcoming decision-making traps.   |
| <b>DAY 2 PM</b> | <b>TEAMS</b>                                   | Synch:<br>C. Myers   | Decision-making in teams.<br><br>Building trust and psych safety.<br><br>Hidden profiles  |
| <b>DAY 3 AM</b> | <b>NAVIGATING ORGANIZATIONAL CULTURE</b>       | Synch:<br>M. Barton  | How do we diagnose culture?<br><br>How does culture shape work?<br><br>Person-culture fit   |
| <b>DAY 3 PM</b> | <b>FINAL WRAP-UP AND PERSONAL GOAL SETTING</b> | 90 m Synch:<br>E. Helzer<br><br>90 m Asynch:<br>Insendi module with<br>E. Helzer | What have we learned?<br><br>What's next in your leadership development/path (with course offerings for future EE courses)?<br><br>Wrap up portfolio  |