On-Campus Week

MONDAY

Your Leadership Story
- What is Leadership?
  - Leadership vs managing
  - Why smart leaders fail

Bringing Strategic Focus to Your Role
- Increasing your level of contribution

Self-Assessment / Action Planning
- Self-assessment discussion
- Creating a personal positioning statement

Building Your Leadership Identity
- Your unique strengths
- Building your value proposition
- Imposter syndrome

Welcome Reception

TUESDAY

Leadership Communication
- Managing Your Visibility
  - Building your leadership brand
  - Building image consistency
  - Self-promotion for women

Communication Styles & Strengths
- Style analysis
- Inventory of strengths

Analyzing & Presenting to Your Audience
- Presentation tools / techniques
- Persuasion methods
- Storytelling techniques

Communicating as a Woman
- How gender impacts communication
- Body language

WEDNESDAY

Navigating Organizational Politics
- Building Productive Relationships
  - Intention vs impact
  - Using productive friction
  - Becoming a trusted advisor

Principles of Power
- Recognizing power structures
- Building the courage to take risks

Intro to Networking
- Leadership background / brand

Panel Discussions
- Networking techniques
- Storytelling / visibility techniques

Joint Reception with Senior Managers

THURSDAY

Negotiating for Leadership Success
- Measuring Success in a Negotiation
  - Interests, priorities & goals of parties
  - Pre-negotiation preparation
  - Creating value / enlarging the pie

Preparing for Negotiation
- Managing bias and cultural differences
- Dealing with irrational people
- Increasing your bargaining power

Conducting Negotiations
- Improving negotiation communication
- Making the right offers at the right time
- Transforming competition into cooperation

Reviewing Negotiations
- Managing negotiation teams
- Knowing when to walk away

Tour of Harvard Yard
(with Senior Managers)

FRIDAY

Joint Sessions with Senior Leaders

Gender & Negotiations
- How it impacts outcomes
- How women can succeed
- What organizations can do

Managing Difficult Conversations
- What creates difficult conversations
- Creating learning conversations
- Leading them with others

Creating Supportive Female Work Environments
- Using strengths of women at work
- Finding sponsors
- What to do when back at work

Program Wrap-Up
Virtual Pre-Program Session

3 WEEKS PRIOR TO ON-CAMPUS
Vision Statement
Watch pre-recorded webinar on vision statements for your organization
Share vision statement with rising leader (if applicable)

Self-Assessment
Complete Self-Assessment prior to on-campus week

On-Campus Week

WEDNESDAY
Joint Reception with Rising Leaders
Arrive at 4:15pm for a Joint Reception with Rising Leaders

THURSDAY
Driving Change at the Top
Strategic Orientation
• Increasing your level of contribution
• Managing strategic priorities
Further Developing Executive Presence
• Communicating as an executive
• Inspiring others
Using Emotional Intelligence
• Becoming aware of your own emotions
• Using EI for problem solving
• Helping others understand and use EI
Effective Sponsorship
• Identifying high potential employees
• Creating opportunities for advancement
• Mentoring and instructing others
Tour of Harvard Yard
(with Rising Leaders)

FRIDAY
Joint Sessions with Rising Leaders
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• How it impacts outcomes
• How women can succeed
• What organizations can do
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• What creates difficult conversations
• Creating learning conversations
• Leading them with others
Creating Supportive Female Work Environments
• Using strengths of women at work
• Finding sponsors
• What to do when back at work
Program Wrap-Up

For more information, visit:
https://professional.dce.harvard.edu/programs/women-leaders-advancing-together