



Horizons In Learning, LLC

Learn • Coach • Lead for Change

Conscious Leadership Program Description

Program Overview

This *Conscious Leadership Program* is designed to be implemented over a 12-month timeframe to provide both breadth and depth of instructional content and one-on-one coaching to support sustainable change at the program level and for individual leaders, managers, and supervisors.

The *Conscious Leadership Program* includes quarterly onsite professional development with 1.5 - 2 days delivery per visit. Total onsite professional development will total a minimum of 36 contact hours. The *Conscious Leadership Program* also includes individual coaching for leaders, managers and supervisors to support sustainability and facilitate establishing goals, action plans and reflective practice as they implement strategies, shift attitudes, improve skills, and expand competencies learned in the professional development. Each participant will receive at least 6 hours of individualized coaching, delivered every other month during a 12-month timeframe.

Participants will learn the *Framework for Change Model™*, a mental model for 'agents of change' to use to facilitate the change process. This systematic and intentional model can be used both with an individual and at the program level to facilitate and groom conscious change to promote continuous quality improvement (CQI). It can be used by coaches, consultants, administrators, or community leaders to work with early childhood teachers or administrators. The Framework is a facilitation, empowerment, design thinking, and inquiry-based approach.

Delivery Components & Content/Topics

The following outlines the components of the course curriculum and gives detailed description for each component. The content components can be modified to meet individual program needs.

Component	Description
Course Curriculum Content	
<p>Length: Four to five sessions, delivered onsite in 1.5 – 2 days</p> <p>Onsite Curriculum = minimum of 36 hrs content delivery</p> <p><i>Content can be modified to need individual program needs.</i></p> <p>Instructional Strategies include: Lecture & Dialogue Reading Interactive Large Group Discussion Small Group Discussion Group Facilitation</p>	<p>Curriculum content TBD and co-developed with team. The following are suggested training topics:</p> <p>Intentional Conscious Leadership Distinction between Leadership & Management Moving from Knowledge to Change Bringing Who You Are to What You Do Linking vision to empowering people, effective procedures, and leadership habits</p> <p>Adaptive Leadership Model Technical Leadership Adaptive Leadership</p> <p>Leadership Qualities & Characteristics</p>



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<p>Video Demonstration & Modeling Modeling & Demonstration Peer Role Playing Peer Coaching Practice Self-Reflection Activities Action Planning</p>	<p>Leadership Competencies, Skills & Responsibilities</p> <p>Team Building Lencioni’s – Behaviors of Functional Strong Teams: Trust Healthy Conflict Commitment Accountability Results Conflict Norming Trust Building Orchestrating healthy conflict Effective Team Assessment Protocols & Activities 16 Personalities Profile</p> <p>Communication & Crucial Conversations</p> <p>Current Assessment</p> <p>Leadership PD Plans Vision (Program & Individual) Goals Actions <u>Implementation</u> Practice Co-Creating Program/Team Vision Create Individual Goals & Action Plan Implement Plans</p>
<p>Coaching In Action Follow Up Services</p>	
<p>Practicum Implementation</p>	<p>Participants will have time between instructional and/or coaching sessions to implement learned strategies, action plans and identify their strengths and challenges in the field supporting professionals in the field.</p>
<p>Sustainable Change</p>	<p><i>Conscious Leadership Program</i> Instructor/Coach will offer individual coaching sessions for each participant to self-reflect, debrief, and discuss the progress, success and challenges of implementing learned information, leadership and managing skills, strategies and support their individual goals, action plans and improvement plans.</p> <p>Each participant will create a plan for improving their leadership skills including creating Visions and/or Program Mission Statements, setting goals, establishing criteria for</p>



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	evaluating success, creating action plans with timelines, evaluating their success, and making adjustments and modifications for improvement.
Leadership Improvement Plan	Each participant will create a plan for improving their leadership skills, including setting goals, establishing criteria for evaluating their success, creating action plans with timelines, evaluating their success, and making adjustments and modifications for improvement. The plans can be developed based on the seminar content and can be facilitated and reviewed by peers, supervisor and/or the <i>Conscious Leadership Program</i> Instructor/Coach.
Small Group Facilitation and Reflection	<i>Conscious Leadership Program</i> Instructor/Coach will provide and facilitate group dialogue and discussion, consulting and coaching with the leadership team. Participants will broadcast successes and address questions, needs, or concerns an individual or the team is experiencing. (This forum often becomes the foundation for an ongoing structure for strengthening a community of practice / Professional Learning Community of leaders.)
Professional Learning Community (PLC) Facilitation to Promote Ongoing Leadership Development	<i>Conscious Leadership Program</i> Instructor will offer group coaching sessions for small groups of participants to self-reflect and for collective reflection, to debrief and discuss their progress, success and challenges of implementing learned information, leadership skills, strategies and their individual action plans. These groups can be focused on specific topics, assigned readings, specific needs and/or team development.
Products/Materials	
<u>Conscious Leadership Handout/Workbook</u>	<p><u>Required:</u> Horizons In Learning will provide training materials/handouts.</p> <p>The client is responsible for providing training materials provided by the Horizons In Learning for each participant. The client can either print materials in-house or purchase prepackaged workbook of training materials from FedEx at their own cost. (Horizons In Learning will provide the link to order the prepackaged notebook from FedEx.)</p>
<p><i>Overcoming the Five Dysfunctions of a Team</i> by Patrick Lencioni</p> <p><i>Crucial Conversations: Tools for talking When Stakes Are High</i> by Patterson, Grenny, McMillan, Switzler</p>	<p><u>Required:</u> Ideal to purchase for each participant.</p> <p><u>We will discuss and practice strategies from both books during the course of the Conscious Leadership Program</u></p>
<u>Intentional Coaching Busting Barriers Online Course</u> by Constant Hine	<u>Optional:</u> This on-demand online course is designed to help agents of change/coaches/leaders to deepen their skills to



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	<p>deal with common barriers and challenges with “sticky situations” encountered when supporting others to implement action plans to achieve desired results and changes. These common “AAMESS” barriers are usually related to a lack or limitation related to Awareness, Attitudes, Motivation, Emotions, Stress and Skills.</p> <p>This product includes a recorded webinar and handout on 4 topics (4 hours of content) that is accessible from a cloud-based website. This product is priced for an individual user. For details: http://constanthine.com/wp-content/uploads/2017/07/Busting-Barriers-Webinar-Series-Online-Course-Description.pdf</p>
<p><u><i>Creating Ease In A Day’s Work Sign Book</i></u> from Horizons In Learning, Inc.</p>	<p><u>Optional:</u> This sign book is a valuable tool that provides strategies for helping to shift attitudes, manage stress and dealing with overwhelm that participants will find helpful in supporting their own change and when facilitating others in the change process. For description: http://constanthine.com/wp-content/uploads/2017/06/Sign-book-flyer.pdf</p>