



### **2011/2012 Leadership Development Program**

#### **Program Overview, Participant Nomination Criteria, Selection Process, Timeline**

#### **Leadership Development Program**

The program is designed to develop MSP's 1-5 in the areas of:

- Communication
- Collaboration
- Building Strategic Relationships
- Strategic Planning and Decision Making
- Leading and Managing Change
- Building High Performance Teams and Cultivating Talent
- Innovative Business and Management Practices

This year's program consists of:

- a pre-program leadership assessment and focused development plan
- four full day learning events (beginning in January 2012 – actual dates TBD)
- executive coaching
- five lunchtime facilitated learning application sessions
- a post program leadership competency assessment and sustained development plan

#### **Program Purpose**

The purpose of the program is to enhance current leadership capacity and to support the creation of a diverse pipeline of future senior leaders.

#### **Leadership Development Program Details**

- Target Population: talented, career employees MSP Grade's 1-5.
- Total program participants: 1 cohort of approximately 25 people (or two cohorts of approximately 25 people, depending on quality of nominations and organizational demand)
- Approximate Cost per Participant: \$4,350 (Final cost will be based on total number of participants; we will work to make funding support available for those departments that require it.)
- Program Calendar:
  - Nomination Call Sent Out: October 7, 2011
  - Nominations Due: October 28, 2011
  - Participants Notified of Program Acceptance: November 18, 2011
  - Participants Preprogram Leadership Assessments begin: December 5, 2011
  - Program Runs: December 2011 through July 2012 (full-day session dates are in January and May 2012)
- Participant Time Commitment: Approximately 55 hours over the course of 8 months (32 hours classroom; 10 hours noontime application workshops; 5 hours executive coaching, 8 hours peer learning & support .)

## **Candidate Nomination and Selection Criteria**

Participation in the leadership program is in service of individual and organization development. The organizational development priorities are:

### **Diversity**

- ✓ Creating a diverse pipeline of potential senior leaders (Diversity refers to the variety of personal experiences, values, and worldviews. UCSF defines diversity as acknowledging, understanding, accepting, valuing, nurturing and celebrating differences among people – whether it's age, race, ethnicity, gender, physical and mental ability, language, education, sexual orientation, spiritual practice, or socioeconomic status.)

### **Succession Planning**

- ✓ Ensuring organizational success through sustained development of current and future leaders

Individual should be nominated on the basis of their demonstration of capability, commitment and capacity to grow:

### **Capability**

- ✓ Strong performance in current position

### **Commitment**

- ✓ Contributing to the mission and vision of the University (exhibits an interest in connecting individual and departmental priorities to the mission and vision of the organization and actively supports UCSF's commitment to diversity)

### **Capacity to Grow**

- ✓ Seeking opportunity to learn (as exhibited by learning from mistakes and seeking/using feedback)
- ✓ Acting with integrity (exhibits ethical decision making)
- ✓ Exhibiting the willingness to stretch and grow
- ✓ Treating others with respect (exhibits thoughtfulness and respect for others' points of view)

## **Nomination Process:**

- Completed nomination materials should be submitted to Learning & Development, care of Aja Duncan by October 28<sup>th</sup>. Materials can be submitted either electronically to [aja.duncan@ucsf.edu](mailto:aja.duncan@ucsf.edu) or through campus mail to box 0834. Final participants will be determined by November 18, 2011.
- Each nomination package must include:
  - The completed and signed nomination form for each nominee
  - A copy of the nominee's most recent performance evaluation with a rating of "meets and exceeds" or better.

## **Participant Selection Process:**

Each cohort will be set up to reflect a diverse group of participants from a cross section of the campus community. Based on the quality of nominations and organizational leadership development demand, we will either have one or two Leadership Development Program cohorts of approximately 25 people. The program objectives of diverse, cross-organizational representation will be a factor in final participant selection.

For additional information, please contact Aja Duncan, Learning & Development at 476.3637 or [aja.duncan@ucsf.edu](mailto:aja.duncan@ucsf.edu).