REGISTRATION OPEN!

March 26, 2025 – Introduction (Virtual)
April 3-4, 2025 – Session One
April 24-25, 2025 – Session Two
July 18, 2025 – Post Program Continuance (Virtual)

All Sessions Are Required *

▲DCA
Spring 2025 Leadership Development Program

Hyatt Regency
DFW International North
2334 N. International Pkwy., Grapevine, TX
75261

$3,250 per person includes all training materials, refreshments, and meals. Hotel and airfare are not included. The Embassy Suites discounted DCA rate is $189 per night, plus applicable taxes.

* *Attendance for all sessions is required, and there will be homework before, between, and after the in-person meetings.*

For more information, contact Teri Korson at tkorson@dcaweb.org or (469) 399-5584

DCA Leadership Development Program Agenda

INTRODUCTION

Wednesday, March 26, 2025

8:00 am – 9:00 am (CDT)

Kickoff and Orientation (VIRTUAL)
Audience: Participants required; Managers of participants suggested but not required.

During this virtual kickoff, participants will meet their trainers, receive an overview of content in the program, and network with other participants. ATW will also review the expectations of participants and answer questions they or their managers have.

SESSION ONE

Wednesday, April 2, 2025
6:00 pm – 8:00 pm   Welcome Reception & Networking Dinner at the Hyatt Regency hotel

Thursday, April 3, 2025
8:00 am   Breakfast on own
9:00 am – 12:00 pm   Module One - Exploring Different Behavioral Styles through DiSC
12:00 pm – 1:00 pm   Lunch
1:00 pm – 4:00 pm   Module Two - Role of the Manager
6:00 pm – 8:00 pm   Reception & Networking Dinner at the Hyatt Regency hotel

Friday, April 4, 2025
7:00 am   Breakfast on own
8:00 am - 11:30 am*   Module Three – HR Essentials
11:30 am – 12:30 pm   Lunch
12:30 pm – 3:00 pm   Module Four – Improve Performance Through Feedback and Coaching
3:00 pm   Participants are free to depart

Note that day two starts at 8:00 am to allow for an earlier departure for participants.

SESSION TWO

Wednesday, April 23, 2025
6:00 pm – 8:00 pm   Welcome Reception & Networking Dinner at the Hyatt Regency hotel

Thursday, April 24, 2025
8:00 am   Breakfast on own
9:00 am – 12:00 pm   Module Five: Situational Leadership II® - Part One
12:00 pm – 1:00 pm   Lunch
1:00 pm – 4:00 pm   Module Six: Situational Leadership II® - Part Two
6:00 pm – 8:00 pm   Reception & Networking Dinner at the Hyatt Regency hotel

Friday, April 25, 2025
7:00 am   Breakfast on own
8:00 am - 11:30 am*   Module Seven: Driving Difficult Conversations
11:30 am – 12:30 pm   Lunch
12:30 pm – 3:00 pm   Module Eight: Empowerment and Delegation
3:00 pm   Participants are free to depart

Note that day two starts at 8:00 am to allow for an earlier departure for participants.

POST-PROGRAM CONTINUANCE

Friday, July 18, 2025

Continue the Conversation (VIRTUAL)

9:00 am – 10:00 am (CST)   *Audience: Participants*

The DCA Leadership Development Program equips managers to engage and empower their teams to make an impact. Through focused learning and group activities, participants grow the skills needed to manage and lead their teams.

Session Topics

Exploring Different Behavioral Styles Through DiSC

Based on the work of William Marston, the DiSC® profile will help you understand your dominant behavior style, the needs of people with other styles, and how to lead different styles more effectively.

In this session the focus is on how to manage others based on their behavioral style. Communicating, developing, motivating, and more are the skills used to manage. Participants will learn how to "flex" based on the style of the person they are managing.

In this module, participants will:
- Review a people reading process to identify others' behavioral styles
- Evaluate different strategies for managing different styles
- Practice the strategies through case studies

Role of the Manager

In this module, participants will learn the role of the manager and determine how they fit into their organization's big picture. They will also learn how to establish credibility with their team.

In this module, participants will:
- Recognize their role as both manager and leader
- Define actions to build trust in their team
- Explore the importance of Emotional Intelligence in manager success.
- Utilize a model for managing performance that engages and motivates team members

HR Essentials

HR Essentials for Managers encompasses fundamental knowledge and skills related to human resources practices that are crucial for effective people management. This includes understanding how to navigate HR rules, hiring the best job fit, getting employees off to a good start, setting clear expectations and building positive relationships with employees. In simpler terms, it's about equipping you as managers with the basic tools and know-how to navigate the people-related aspects of your role successfully.

In this module, participants will:
- Review HR rules and tools for successful management of your team
- Evaluate different strategies for setting clear expectations
- Apply HR tools to the employee life cycle through case studies

"Not only do I have a massive folder now full of workbooks and notes, but more importantly, I have solid practice of effective leadership development skills that I was ready to implement immediately. I also am fortunate to now have 24 friends that I can rely on for years to come, helping each other be the best leaders we can be. Thank you to the DCA and ATW Training for this opportunity."

-Laura Mason, Caterpillar Financial Services
2023 attendee

Improve Performance Through Feedback and Coaching

In this session, participants learn how both feedback and coaching are used ongoing to reinforce good performance and to redirect poor performance. A simple feedback and coaching model is presented for participants to practice powerful feedback and coaching skills, and to plan how to apply the approach to a real work situation.

In this module, participants will:
* Recognize the difference between feedback and coaching, and the value of each
* Demonstrate feedback and coaching techniques to reinforce good performance and redirect poor performance
* Recognize pitfalls in feedback and coaching and ways to avoid or manage them
* Prepare to give feedback and coaching for an actual work situation

SLII ®

The foundation of SLII lies in teaching leaders to diagnose the needs of an individual or a team and then use the appropriate leadership style to respond to the needs of the person, team, and the situation. Included in the program is an assessment, the Leadership Behavior Analysis (LBAII), which measures your current leadership flexibility and effectiveness.

In this module, participants will:
* Recognize there is no one best leadership style
* Determine how to diagnose the development need of the employees
* Practice flexing leadership styles to the situation and person
* Explore techniques for avoiding over and under supervising

Driving Difficult Conversations

There is a specific model to lead people that results in the highest levels of commitment. We call this model the Five Levels of Leadership, and it provides a path that demonstrates which leadership behaviors need to be focused on, and when. Most leaders spend exorbitant amounts of time leading efforts and initiatives, but do not have the full commitment from those they are leading. Understanding this dilemma, and what you can do about it, allows you to unleash your leadership potential.

In this module, participants will:
* Explore a 5-level model for successful leadership
* Recognize and build on unique leadership capabilities
* Build trusting and positive relationships, and foster collaboration
* Lead towards organizational goals
* Develop the potential of others
* Develop an action plan to build their leadership influence

Empowerment and Delegation

Empowerment as a management practice is about equipping employees so they can take initiative and make decisions to solve problems and improve service and performance. It is based on the idea that giving employees skills, resources, authority and opportunity – and holding them responsible and accountable for actions will contribute to their competence and satisfaction. Empowerment does not mean abdication of the role and responsibilities of a manager. It is about the active role of a manager in developing individuals on their team.

In this module, participants will:
* Explore the benefits of empowered employees and the return on investment of delegation
* Identify responsibilities that are appropriate for delegation
* Learn how to utilize a six-step process to successfully delegate tasks and projects