

# TOP 5 REASONS TO ATTEND DCA'S



## Leadership Development Program

1

**Master the Art of Communication** – Improve feedback and coaching skills to drive team success. Gain insights through the DiSC® profile to communicate better with colleagues, clients, and stakeholders.

2

**Navigate Challenging Conversations with Ease** – Learn to manage difficult discussions with professionalism and confidence. Enhance your ability to manage and lead effectively, adapting to different team dynamics.

3

**Strengthen People Management Skills** – Understand key HR fundamentals to better navigate hiring, onboarding, and employee performance. Develop strategies for delegation and building accountability.

4

**Expand Your Leadership Network** – Connect with industry professionals to share best practices and build long-term relationships. Participate in real-world case studies and interactive discussions.

5

**Drive Career Growth & Organizational Impact** – Utilize assessments like the Leadership Behavior Analysis (LBAI) to identify strengths and areas for improvement. Implement leadership strategies to enhance team effectiveness and overall company success.



### Spring 2025 Cohort Dates

- March 26, 2025 - Introduction (Virtual)
- April 2-4, 2025 - Session One (In Person)
- April 23-25, 2025 - Session Two (In Person)
- July 18, 2025 - Post Program Continuance (Virtual)

# JUSTIFICATION LETTER

Feel free to incorporate any of the top 5 reasons to attend into the letter to help make your business case.

Remember: the more specific details you can include on how attending the program will benefit you, your work, and your organization, the stronger your proposal will be.

[DATE]

RE: Attending DCA's Leadership Development Program

Dear [Supervisor's Name],

I would like to request approval to attend the Leadership Development Program hosted by the DCA. This program is designed to equip managers and leaders with the essential skills to engage and empower teams, drive performance, and enhance leadership effectiveness. Given my current role and future career development, I believe attending this program will provide immense value to both my professional growth and our organization's success.

#### **Program Details:**

- Date: April 2-5, 2025 and April 23-25, 2025
- Location: Hyatt Regency DFW International North, Grapevine, TX

#### **Key Benefits of Attending:**

- Top Reason
- Top Reason
- Top Reason

#### **Investment Breakdown:**

- Program Registration: \$3,250
- Airfare: [Insert cost]
- Ground Transportation: [Insert cost]
- Hotel Accommodations: [Insert cost]
- Meals and Incidentals: [Insert cost]

By attending this program, I will bring back actionable insights and best practices that can be applied immediately within our team. The leadership development strategies covered will not only improve my ability to manage and mentor team members but also contribute to the organization's overall efficiency and employee engagement.

I am happy to discuss this request in further detail and explore ways to share the key takeaways with our team upon my return. Thank you for your time and consideration. I look forward to your support in this valuable professional development opportunity.

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]