Albert Einstein College of Medicine has partnered with Montefiore's Learning Network to offer a series of leadership workshops, aimed at providing foundational concepts, as well as core and advanced skills learning for our principal investigators, administrators, department heads, and faculty with administrative responsibilities.

The programs are open to Montefiore and Einstein leaders and will be conveniently offered on the Einstein campus, at the Price Center*. Below is a description of the courses and logistical information. To register for the programs, login to: Einstein's Learning Management System.

### MAKING HIGH QUALITY DECISIONS

Sound decision making in today's tough healthcare environment demands much more than just coming up with or picking the best alternative or option. It requires analyzing potential problems or opportunities and making sound judgments based on data and analysis. This course teaches a logical decision-making process that addresses the critical elements needed for high-quality business decisions.

**February 22, 2017 - 9:00AM - 1:00PM**

### CHANGE MAP FOR LEADERS

This program prepares managers to lead teams through the change process. The course begins with an active discussion of the business case for change and how leaders need to identify and handle both the challenges and opportunities it presents. Using a five-stage behavior-based change model, managers begin to recognize where their teams are operating and how they can effectively intervene to move them toward being more productive. Program participants leave with a number of useful tools for planning and navigating individual and team conversations.

**March 22, 2017 - 12:30PM - 4:30PM**

### YOUR LEADERSHIP JOURNEY

Making the transition from individual contributor to leader is both exciting and challenging. This course arms a new or prospective leader with the knowledge and skills needed to confront the challenges they face early in the transition. The course encourages learners to think about the transition and how to best handle the challenges. Participants are introduced to three leadership differentiators that are most important to building a positive reputation.

**April 12, 2017 - 12:30PM - 4:30PM**

**Please Note:** This program is offered on a day that central administration offices are scheduled to be closed

### LEARNING TO LEAD

Using self-discovery diagnostics participants identify their own personal leadership and conflict styles. The program content focuses on core leadership skills such as communication, influence, coaching, team building, and conflict management. Interactive and fast paced, participants learn and practice new skills through role plays and group discussions.

This program is designed for leaders at all levels, as well as high performing associates who are leading others on projects or teams. This program is also recommended for those associates who aspire to become leaders.

**May 10, 2017 - 9:30AM - 5:00PM**

### LEADER AS COACH

This course shows leaders the advantages of adopting a coaching approach for delegation, decision making and providing feedback to associates. Using a simple communication model, participants learn to encourage a communication dialogue through the use of questions, which challenge associates to think on their own, reflect on their own performance and be fully engaged.

**June 14, 2017 - Time to be Announced**
### LEADERSHIP ACADEMY

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>LEADERSHIP ACADEMY</td>
<td>JULY 12, 2017</td>
<td>9:30AM - 4:30PM</td>
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<tr>
<td>LEADING WITH EMOTIONAL INTELLIGENCE</td>
<td>JULY 12, 2017</td>
<td>9:30AM - 4:30PM</td>
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<td>Emotional intelligence (EI) is vital to being a high-performing member of any team. For leaders it is an essential self-awareness skill to have in order to effectively function as team leader. Leaders who are cool under fire, manage conflict well, and inspire others are the ones who know their own emotional “triggers” and manage them well in the moment. Through discussion and practice during the program participants will find ways to de-escalate and better handle emotionally charged situations.</td>
<td>JULY 19, 2017</td>
<td>9:00AM - 1:00PM</td>
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<tr>
<td>BUILDING AND SUSTAINING TRUST</td>
<td>JULY 19, 2017</td>
<td>9:00AM - 1:00PM</td>
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<td>What does trust have to do with business success? Everything. Trust is directly linked to employee engagement, retention, productivity, and innovation. Leaders who demonstrate trust and trustworthiness inspire higher levels of performance and commitment to team and organizational success. This course introduces Trust Builders, actions leaders take to build and sustain trusting relationships, as well as common Trust Breakers that can erode or quickly break trust.</td>
<td>SEPTEMBER 26, 2017</td>
<td>TIME TO BE ANNOUNCED</td>
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<td>INFLUENCING FOR ORGANIZATIONAL IMPACT</td>
<td>SEPTEMBER 26, 2017</td>
<td>TIME TO BE ANNOUNCED</td>
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<td>Today’s complex healthcare organizations require cross-functional teams to accomplish their objectives. The challenge is that leaders need to get things done through influence instead of position power, as they often don’t have authority over their colleagues. Here leaders learn how to create an influence strategy that clearly links their ideas and recommendations to changes that will have a positive impact on individual, team, and organizational performance.</td>
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Please note that seating is limited. A charge back fee will be directed to departments for late cancellations or no shows.

For additional questions and information, please contact the Einstein Learning Network at [natasha.reid@einstein.yu.edu](mailto:natasha.reid@einstein.yu.edu).

* Albert Einstein College of Medicine - Price Center - 1301 Morris Park Avenue, Bronx, NY 10461