

Merced College

EMERGING LEADERS INSTITUTE



2021/2022 EMERGING LEADERS INSTITUTE COURSE SCHEDULE
 Each course is just \$23.00 and earns ½ unit of college credit!

COURSE/SECTION #	MODALITY	DATES	COURSE TITLE
MGMT 50N - 39729 MGMT 50N - 39707 MGMT 50N - 39708	Face to Face – AM Face to Face – PM Online	September 2 & September 9, 2021 September 2 & September 9, 2021 September 2 – September 16, 2021	Employee Engagement: Improve Performance, Productivity, and Retention
MGMT 51C - 39730 MGMT 51C - 39709 MGMT 51C - 39710	Face to Face – AM Face to Face – PM Online	October 7 & October 14, 2021 October 7 & October 14, 2021 October 7 – October 21, 2021	Leadership Essentials: What Emerging Leaders Need to Know
MGMT 50S - 39731 MGMT 50S - 39711 MGMT 50S - 39712	Face to Face – AM Face to Face – PM Online	November 4 & November 18, 2021 November 4 & November 18, 2021 November 4 – November 18, 2021	Leading with Strengths: Maximize Your Talents and Develop Your Strengths
MGMT 50B - 39732 MGMT 50B - 39713 MGMT 50B - 39714	Face to Face – AM Face to Face – PM Online	December 2 & December 9, 2021 December 2 & December 9, 2021 December 2 – December 16, 2021	Values & Ethics: Cultivate an Ethical Working Environment
MGMT 50K - TBA MGMT 50K - TBA MGMT 50K - TBA	Face to Face – AM Face to Face – PM Online	February 3 & February 17, 2022 February 3 & February 17, 2022 February 3 - February 17, 2022	Generational Diversity: Working with Cross-Generational Teams
MGMT 50A - TBA MGMT 50A - TBA MGMT 50A - TBA	Face to Face – AM Face to Face – PM Online	March 3 & March 10, 2022 March 3 & March 10, 2022 March 3 - March 17, 2022	The Challenges of Leadership: Difficult People, Tough Conversations, and Discipline
MGMT 50P - TBA MGMT 50P - TBA MGMT 50P - TBA	Face to Face – AM Face to Face – PM Online	April 7 & April 14, 2022 April 7 & April 14, 2022 April 7 - April 21, 2022	Emotional Intelligence: Improve Relationships and Increase Productivity
MGMT 50P - TBA MGMT 50P - TBA MGMT 50P - TBA	Face to Face – AM Face to Face – PM Online	May 5 & May 12, 2022 May 5 & May 12, 2022 May 5 - May 19, 2022	Authentic Leadership: Know Yourself, Lead your People

*If you are interested in customized training opportunities, please contact
 Dorota Mimms, dorota.mimms@mccd.edu or Terry Plett, terry.plett@mccd.edu*

Generational Diversity: Leading Cross-Generational Teams

There is not a “one size fits all” approach to leading, communicating, and motivating cross-generational teams. Participants will understand why each generation behaves the way they do and leave the class with tools that will help them work better together.

Challenges of Leadership: Difficult People, Tough Conversations and Discipline

This class is designed to equip participants with skills needed to deal with the various challenges with leading people. Special emphasis will be placed on practical and proven tools to deal with difficult people and have tough conversations. The topic of accountability will be explored in regard to individual performance and organizational success. Participants will also learn a conflict resolution model which has proven helpful in conducting conversations where there is disagreement.

Emotional Intelligence: Improve Relationships and Increase Productivity

This workshop will reveal the 4 domains of EQ and guide you through specific activities to increase your proficiency in each domain. The domains are self-awareness, self-management, social awareness, and relationship management. Topics include better work environment, happier and more loyal employees and customers, stronger bottom line, good people/relationship skills, and increase fulfillment and success in life.

Authentic Leadership: Know Yourself and Lead Your People

This workshop is designed to help leaders cultivate their own authentic leadership skills. Participants will focus on follower’s four basic needs and will learn the dimensions of authentic leadership. Emphasis will be placed on the growth of trust and best-selling DVD “The 5 Dysfunctions of a Team” will be featured.

Employees Engagement: Improve Performance, Productivity, and Retention

This class will define what Employee Engagement is and what it looks like in the workplace. Participants will learn the difference between engaged, disengaged, and actively disengaged employees and how they impact the workplace. Participants will learn key ways to engage employees as well as strategies to implement to help keep employees engaged. Participants will also learn how to re-engage disengaged employees.

Leadership Essentials: What Emerging Leaders Need to Know

This class will help prepare new and emerging leaders to succeed by defining the roles, functions, and responsibilities of great leaders. Participants will also learn effective delegation procedures and elements of successful coaching. They will learn how to display professionalism. A special emphasis will be placed on change in management.

Leading with Strengths: Maximize Your Talents and Develop Your Strengths

This class is designed to help leaders recognize their own strengths and learn how to invest in the strengths of those they lead. Participants will take the Strengths Finder 2.0 Assessment (Clifton Strengths) and be able to inventory the strengths of the team they are on and the team they lead. (Costs associated for the assessment.)

Values & Ethics: Cultivate an Ethical Working Environment

Ethical behavior affects what happens in the workplace. This class provides the opportunity to evaluate ethical behavior and what’s appropriate and what’s not. A 3-step checklist is introduced to help participants in recognizing ethical behavior.