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## Memorandum

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**To:** Full-Time Temple University Faculty and Staff  
**From:** Human Resources Learning and Development Staff  
**Date:** August 25, 2016  
**Subject:** Human Resources is Accepting Nominations for 2016-17 Leadership Academy (LA11) and 2016-17 Management Academy (MA9)

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The **Leadership Academy (LA)**, a 6 ½ session professional development program which meets once a month from October 2016 to April 2017, is offered exclusively to eligible full-time faculty and senior-level administrators recognized as rising Temple University leaders. The Leadership Academy continues to demonstrate the University's commitment to building and sustaining the institution's leadership capacity by preparing high-potential organizational leaders for new or increasingly complex leadership roles.

### Eligibility Requirements:

- Full time faculty or administrators at the **T-27 level or higher**
- Nomination must be approved by a Dean, Vice President or Budget Unit Head
- Complete an application and obtain a letter of recommendation

### 2016-17 Session Dates and Topics\*

|          |   |
|----------|---|
| 10/21/16 | Exploring Leadership at Temple University                     |
| 11/18/16 | Assessing Organizational Culture                              |
| 12/16/16 | Thinking Strategically  |
| 01/20/17 | Leveraging Emotional Intelligence Part 1 Intrapersonal Skills |
| 02/17/17 | Leveraging Emotional Intelligence Part 2 Interpersonal Skills |
| 03/10/17 | Project Presentations   |
| 04/07/17 | Actualizing Leadership Academy (1/2 day)                      |

\*Order of topics subject to change, depending on availability of guest presenters/speakers

**Attendance at all sessions is required.**

**Program Cost:** \$700.00 paid by the participants' schools, colleges or departments

[Click here](#) for Application and Recommendation Forms on-line.

*School of Medicine Faculty: please send your application to Helen Pearson first at [hpearson@temple.edu](mailto:hpearson@temple.edu) .*

Please submit both forms electronically via email to:  
Kimberly Sakil, Training Coordinator, HR Learning and Development  
[kimberly.sakil@temple.edu](mailto:kimberly.sakil@temple.edu).

Leadership Academy Application deadline: September 16, 2016.  
Selected participants will be notified by September 21, 2016.

For additional information about Leadership Academy 11, please contact  
Eric Brunner @ 7-2215 or [eric.brunner@temple.edu](mailto:eric.brunner@temple.edu).

**The Management Academy (MA)** is a 5 ½ session certificate program created for High Performance - High Potential employees at the **T-24 Level and above**.

The MA is designed to:

- define professional development, career development, leadership and organizational opportunities and realities
- provide an overview of Temple University, its culture and structure, the University's strategic initiatives, and how finances impact institutional planning
- expose participants to more senior level organizational leaders for mentoring and networking opportunities
- identify key administrative and interpersonal skills needed to progress at Temple University

#### **Eligibility Requirements:**

- Full time administrators at the **T-24 level or higher**
- Nomination must be approved by a Dean, Vice President or Budget Unit Head

Nominees must:

- Complete an application and obtain a letter of recommendation
- Have distinguished themselves over time as reflected by their PDP scores (Exceeds Expectations and above)
- Have taken on additional work assignments and responsibility and excelled
- Have been recognized as individuals who could be developed for higher level management and leadership positions.

#### **2016-17 Session Dates and Proposed Topics**

|          |  |
|----------|--|
| 11/09/16 | TU & You: Opportunities, Realities, Challenges and Rewards         |
| 12/14/16 | Surveying Temple   |
| 01/11/17 | Understanding Self and Others                                      |
| 02/08/17 | Communicating With Finesse-Horizontally, Vertically and Diagonally |

03/08/17 Success Tools and Topics: Team Presentations  
04/12/17 Planning Your Future Leadership Success (1/2 day)

**Attendance at all sessions is required.**

**Program Cost:** \$500.00 paid by the participants' schools, colleges or departments

**[Click here](#) for Application and Recommendation Forms on-line.**

**Please submit both forms electronically via email to:  
Kimberly Sakil, Training Coordinator, HR Learning and Development  
[kimberly.sakil@temple.edu](mailto:kimberly.sakil@temple.edu)**

**Management Academy Application Deadline: September 26, 2016.  
Selected participants will be notified by October 7, 2016.**

**For additional information about Management Academy 9, please contact  
Eric Brunner @ 7-2215 or [eric.brunner@temple.edu](mailto:eric.brunner@temple.edu).**