



Group Leadership Development Training Workshop

15th - 19th September 2014,

White Sands Hotel - Dar es salaam, Tanzania

PROGRAMME¹

DAY/DATE	TIME	SESSION
Day 1 – Monday 15.9.2014	08.30 – 08.45 hrs	Registration
	08.45 – 09.45 hrs	<ul style="list-style-type: none"> • Opening and Overview <ul style="list-style-type: none"> ○ Welcome and introductions ○ The Experiential Learning Model ○ Process/ Content
	09.45 – 10.45 hrs	<ul style="list-style-type: none"> • Opening and Overview Continued <ul style="list-style-type: none"> ○ Participant Expectations
	<i>10.45– 11.00 hrs</i>	<i>Health Break</i>
	11.00 – 12.00 hrs	<ul style="list-style-type: none"> • Opening and Overview Continued <ul style="list-style-type: none"> ○ Participant Expectations
	12.00 – 13.00 hrs	<ul style="list-style-type: none"> • Opening and Overview Continued <ul style="list-style-type: none"> ○ Participant Expectations ○ GLD Goals and Objectives ○ Behaviour Expectations ○ Reflection Logs
	<i>13.00 – 14.00 hrs</i>	<i>Lunch Break</i>
	14.00 – 15.00 hrs	<ul style="list-style-type: none"> • Getting Acquainted <ul style="list-style-type: none"> ○ Trust Exercise
	15.00 - 16.30 pm	<ul style="list-style-type: none"> • Getting Acquainted <ul style="list-style-type: none"> ○ Introduction to feedback ○ Self-Presentations ○ Reflection Logs

¹ This training workshop programme is provisional. It allows for some adjustments to suit participant needs following completion of the Group Effectiveness and Participant Needs Assessments (done online, prior to the workshop).

The training sessions are designed to build on data and training provided in the presiding sessions...therefore, it should be noted that room for participants to attend only certain parts of the workshop is discouraged. The first 2 days are especially mandatory and critical for participants to gain personal and organizational value from the training.

DAY/DATE	TIME	SESSION
Day 2 – Tuesday 16.9.2014	08.30 – 08.45 hrs	<ul style="list-style-type: none"> • Reflections <ul style="list-style-type: none"> ○ Sharing Reflections
	08.45 – 09.45 hrs	<ul style="list-style-type: none"> • Getting Acquainted Continued <ul style="list-style-type: none"> ○ Self-Presentations
	09.45 – 10.45 hrs	<ul style="list-style-type: none"> • Getting Acquainted Continued <ul style="list-style-type: none"> ○ Self-Presentations
	<i>10.45– 11.00 hrs</i>	<i>Health Break</i>
	11.00 – 12.00 hrs	<ul style="list-style-type: none"> • Getting Acquainted Continued <ul style="list-style-type: none"> ○ Self-Presentations
	12.00 – 13.00 hrs	<ul style="list-style-type: none"> • Group/ Team Effectiveness <ul style="list-style-type: none"> ○ First Impression Exercise
	<i>13.00 – 14.00 hrs</i>	<i>Lunch Break</i>
	14.00 – 15.00 hrs	<ul style="list-style-type: none"> • Group/ Team Effectiveness Continued <ul style="list-style-type: none"> ○ Feedback Guidelines
	15.00 - 16.30 pm	<ul style="list-style-type: none"> • Group/ Team Effectiveness Continued <ul style="list-style-type: none"> ○ Group Exercise(s) ○ Introduction to Values ○ Reflection Logs

DAY/DATE	TIME	SESSION
Day 3 – Wednesday 17.9.2014	08.30 – 08.45 hrs	<ul style="list-style-type: none"> • Reflections <ul style="list-style-type: none"> ○ Sharing Reflections
	08.45 – 09.45 hrs	<ul style="list-style-type: none"> • Group/ Team Effectiveness Continued <ul style="list-style-type: none"> ○ Personal Integrity Issues ○ Start Stop ○ Group Dynamics
	09.45 – 10.45 hrs	<ul style="list-style-type: none"> • Group/ Team Effectiveness Continued <ul style="list-style-type: none"> ○ Group Decision Making ○ Effective Problem Solving
	<i>10.45– 11.00 hrs</i>	<i>Health Break</i>
	11.00 – 12.00 hrs	<ul style="list-style-type: none"> • Group/ Team Effectiveness Continued <ul style="list-style-type: none"> ○ Conflict Management
	12.00 – 13.00 hrs	<ul style="list-style-type: none"> • Group/ Team Effectiveness Continued <ul style="list-style-type: none"> ○ Conflict Management
	<i>13.00 – 14.00 hrs</i>	<i>Lunch Break</i>
	14.00 – 15.00 hrs	<ul style="list-style-type: none"> • Taking Stock – Personal/ Team or Group <ul style="list-style-type: none"> ○ Personal/ Team Profiles ○ Feedback on Team Assessment
	15.00 - 16.30 pm	<ul style="list-style-type: none"> • Taking Stock – Personal/ Team or Group <ul style="list-style-type: none"> ○ Personal Effectiveness Plans ○ Reflection Logs

DAY/DATE	TIME	SESSION
Day 4 – Thursday 18.9.2014	08.30 – 08.45 hrs	<ul style="list-style-type: none"> • Reflections <ul style="list-style-type: none"> ○ Sharing Reflections
	08.45 – 09.45 hrs	<ul style="list-style-type: none"> • Team or Group Performance <ul style="list-style-type: none"> ○ Results, customers / or conditions for which team/ group is accountable
	09.45 – 10.45 hrs	<ul style="list-style-type: none"> • Personal Performance <ul style="list-style-type: none"> ○ Results, customers / or conditions for which manager/ leader will be accountable
	<i>10.45– 11.00 hrs</i>	<i>Health Break</i>
	11.00 – 12.00 hrs	<ul style="list-style-type: none"> • Team or Group Action Planning <ul style="list-style-type: none"> ○ Identifying & prioritizing perceived team or group performance constraints
	12.00 – 13.00 hrs	<ul style="list-style-type: none"> • Personal Action Planning <ul style="list-style-type: none"> ○ Identifying & prioritizing perceived team or group performance constraints
	<i>13.00 – 14.00 hrs</i>	<i>Lunch Break</i>
	14.00 – 15.00 hrs	<ul style="list-style-type: none"> • Team or Group Action Planning <ul style="list-style-type: none"> ○ Developing plans of action to ensure implementation of solutions
15.00 - 16.30 pm	<ul style="list-style-type: none"> • Personal Action Planning <ul style="list-style-type: none"> ○ Developing plans of action to ensure implementation of solutions 	

DAY/DATE	TIME	SESSION
Day 5 – Friday 19.9.2014	08.30 – 08.45 hrs	<ul style="list-style-type: none"> • Reflections <ul style="list-style-type: none"> ○ Sharing Reflections
	08.45 – 09.45 hrs	<ul style="list-style-type: none"> • Reflections <ul style="list-style-type: none"> ○ Sharing Reflections
	09.45 – 10.45 hrs	<ul style="list-style-type: none"> • Reflections <ul style="list-style-type: none"> ○ Group norms observed
	<i>10.45– 11.00 hrs</i>	<i>Health Break</i>
	11.00 – 12.00 hrs	<ul style="list-style-type: none"> • Reflections <ul style="list-style-type: none"> ○ Challenges going back
	12.00 – 13.00 hrs	<ul style="list-style-type: none"> • Reflections <ul style="list-style-type: none"> ○ Evaluating accomplishments from a process standpoint
	<i>13.00 – 14.00 hrs</i>	<i>Lunch Break</i>
	14.00 – 15.00 hrs	Participants depart at leisure

Facilitator: Sam Matemba