

ABOUT THIS PROGRAM

Effectively managing and leading project teams is crucial to successfully delivering engineering projects; however, the skills necessary to accomplish this are rarely taught in a traditional engineering education. This workshop series aims to provide participants with the knowledge and tools to improve their abilities to delegate, oversee the work of others, and budget resources to promote efficient team performance. Hands on activities and role playing will be incorporated in the sessions to facilitate the transplantation of new skills to the workplace. Enterprise level topics including strategic planning, finances, and human resources will also be covered to help participants understand how they can positively impact global firm operations.

WHO SHOULD ATTEND

This leadership program is tailored for engineers who are gaining responsibility for managing projects and leading small teams. Participants will be expected to attend all sessions and embrace a collaborative commitment to improving leadership in the engineering community.

DATES, TIMES & LOCATION

This workshop series will occur from 3:30 pm to 6:30 pm on the first Tuesday of every month beginning in April 2020. September 15 and November 10 will be exceptions occurring on the third and second Tuesdays, respectively.

University of St. Thomas Minneapolis Campus
1000 LaSalle Avenue
Minneapolis, MN 55403

REGISTRATION & COST

ACEC/MN members \$1,200 | Nonmembers \$2,350

Space is limited, so please register now! Availability will be offered to ACEC/MN members first.

Contact John Krapek at ACEC/MN
952-593-5533 or John@acecmn.org

ABOUT THE INSTRUCTORS

Courses will be taught by University of St. Thomas professors including the series' main instructor, Dr. Nicole Zwiag Daly, Director for the Center for Ethics in Practice at the University of St. Thomas Opus College of Business. Nicole earned her B.A. from the University of St. Thomas with a double-major in Business Management and Journalism-Public Relations. In 2018, she earned her doctorate degree in Organization Development and Change from the University of St. Thomas. Nicole has nearly 20 years of business management, relationship management, and organization development experience.



Nicole collaborates as a researcher, writer, and thought partner with a number of professors at the University of St. Thomas' School of Education and Opus College of Business. Her recent work includes case and research studies with management professor, Dr. Rama Hart, on the role of human resources business partners within a Fortune 500 medical company. She also worked with organization development professors, Dr. David Jamieson and Dr. Lora Geiger, on the Use of Self in Leadership and its Relationship to Team Engagement, Commitment and Well-Being in the Workplace. Nicole writes a monthly column for the Minneapolis Star Tribune focusing on ethical business practices.



OWN YOUR LEADERSHIP JOURNEY

A workshop series to help you achieve leadership success through superior education and values formation.

Sponsored By
American Council of Engineering Companies
of Minnesota



YOUR JOURNEY STARTS HERE

APRIL 7

MANAGEMENT VS. LEADERSHIP AND THE IMPORTANCE OF SOFT SKILLS

Are you a manager, a leader, or both? What do you want to be perceived as? Learn the similarities and differences between broadly-recognized core management and leadership competencies. Gain an understanding of where you fall on the management/ leadership spectrum. Work toward determining your individual behavioral strengths and weaknesses as well as how to capitalize on your strengths and work on your weaknesses to best develop your professional self. Why are soft skills critical in the workplace? Review the top soft skills required by organization in today's marketplace. Learn the taxonomy of Use-of-Self competency - a competency that focuses on a greater understanding of self-awareness, social awareness and a more effective decision-making process to effectively master soft skills. Gain a variety of practices that will help you develop Use-of-Self for effective self-management in your organization and heightened collaboration within your workspace.

MAY 5

UNCONSCIOUS BIAS AND EFFECTIVE DECISION-MAKING

Recognize that unconscious bias is deep within every one of us. Understand where unconscious bias originates; determine your unique unconscious biases; and reflect on how your unconscious bias affects your professional behaviors which in turn affects your peer relationships, team participation and collaboration, and your organization's culture. What are the current and future implications of your individual unconscious bias and how can you effectively work beyond these biases. This course focuses on the communication behavior of individuals within group structures. Explore the stages of group development, decision-making techniques, group problems and problem solving, resolution skills, norms, structures, leadership, authority, mentoring relationships, effective delegation, ethics, cultural sensitivity, and the intra-and inter-personal dynamics within small groups.

JUNE 2

PANEL ON BUSINESS IN THE ENGINEERING INDUSTRY

The engineering industry remains at the precipice of ideation and ingenuity. Yet with "great power comes great responsibility." Join us for a panel of legal and engineering experts who will speak on a handful of the legal and ethical topics surrounding today's engineering industry. Course time will also include a robust Q & A period.

JULY 7

WHAT REALLY IS STRATEGIC PLANNING?

Understand how strategic planning is used as an organizational tool that helps direct business strategy as well as align company processes, people and technology. Identify multiple theories of organizational success that underlie the strategic planning process. Demonstrate skill in conducting analysis surrounding strategic planning processes. And, learn to articulate how strategic planning can contribute to the success of an individual's visionary leadership paradigm, as well as the organization as a whole.

AUGUST 4

BUSINESS OPERATIONS

Identify different forms of business ownership as well as the internal structures associated with each unique ownership model. Understand the business processes surrounding the marketing, finance, and human resources departments of an organization. Gain a deeper understanding of the external environment in which businesses operate by analyzing the affect of economic and global conditions on business performance. Discuss the role of ethics in an organization across its business operations.

SEPTEMBER 15

POSITIONING & PURPOSE

Leaders must always be forward-thinking regarding their individual purpose within an organization as well as the organization's guiding principles and competitive advantage in the industry itself and the larger marketplace. What about one's personal and professional purpose? How does power affect one's purpose and positioning in an organization?

OCTOBER 6

HOW TO EFFECTIVELY INFLUENCE BEHAVIOR

Understand the principles of communication theory and how to use communication to positively and effectively influence behavior in the workplace. Learn skills and techniques essential to effective communication in settings that include: intrapersonal (with yourself), interpersonal (face-to-face), and small-group (face-to-face with a few). Gain an understanding of different organizational cultures, business practices, and social norms to communicate more effectively in domestic and cross-cultural business contexts.

NOVEMBER 10

PROFESSIONAL DEVELOPMENT: THE FINISHED PRODUCT. REFLECTION & REACTIONS.

Tie everything together previously learned in this professional development series. Take your newly-learned knowledge and skills to plan for your development beyond this course. Discuss effective time management and work/life balance in conjunction with your professional development plan. Finally, engage in a discussion of what it means to become a principled leader and how principled leadership can affect organizational culture, employee loyalty, commitment, and, the external communities perception of you and your company. Reflect on all workshops. Discuss future opportunities, challenges and hopes for the next step in your professional career.

WORKSHOP DETAILS

LOCATION

University of St. Thomas
Minneapolis Campus
1000 LaSalle Avenue
Minneapolis, MN 55403

PARKING

Harmon Ramp
25 South 11th Street
Minneapolis, MN 55403
(entrance/exit on 11th Avenue)

The Harmon Ramp is connected to the University of St. Thomas Minneapolis campus by skyway.

Parking vouchers will be available for workshop participants.

A 2019 STUDENT SAYS, "I really enjoyed this class. I liked the collaboration with others to put real life stories to the subjects, allowing us to participate instead of just being taught to. I have been a manager for years, and struggle with soft skills, so this class helped open me up to the opportunity of bettering them to make for a more productive team. The ethics portions of the class were some of my favorites. I work and manage based on my core values, so seeing and finding new ways to be successful without putting those values at risk was a huge benefit for me. I believe this class is great for any new manager, but also gives new breadth to those of us experienced managers new to managing engineers."