

Leadership Institute for Engineers

2017-2018

PENC Leadership Institute

The PENC Leadership Institute is a year-long program designed to help North Carolina engineers develop the communication, emotional and people skills that create strong and visionary leaders. Led by a renowned leadership expert with cooperation from executives in major North Carolina engineering companies, this program features a curriculum that allows participants to build long-term competency in leadership skills – from understanding leadership styles to inspiring and motivating others. Graduates of this program will be well-rounded professionals who are not only technical experts, but capable and effective leaders who can positively impact North Carolina society.

A Unique Approach

The PENC Leadership Institute doesn't depend solely on in-class training. The course is based on the idea that aspiring leaders learn best when they receive instruction, put the lessons to work, get consistent feedback and reflect on lessons learned. All participants benefit from:

- leadership training courses

- application of lessons at your job
- a mentor relationship
- a team project on a real-world issue
- assessment of your skills
- 54 PDHs

No other leadership program in the state focuses so completely on your individual needs and personal growth.

Distinguish Yourself

Are you serious about taking your career to the next level? This course is designed specifically for engineers and is tailored to aspiring leaders in the field. Active and interested participation in class discussions is the first step in taking ownership of your own professional development. All participants will be expected to demonstrate the values of the profession: integrity, innovation, excellence and safety. Participants should have the support of their employer and supervisor and are expected to:

- attend all scheduled training sessions
- participate in one mentoring session a month
- apply lessons from training to on-the-job activities

- complete one supplementary leadership development activity a month
- participate in a team-based Culmination Project and project presentations at the PENC Summer Conference in 2018

This program is sure to make you stand out from your peers as someone who is dedicated to becoming a better engineering professional. If this sounds like a commitment you're ready to make to advance your career, we invite you to submit the application on page 3 and submit it to PENC today!

About the Instructor

Rich St. Denis is a top-rated senior trainer and consultant based in Atlanta who specializes in leadership, performance management, coaching, team building, communication skills, and emotional intelligence. He has more than 25 years of training experience and has trained and coached more than 20,000 professionals. Rich has delivered several leadership programs at PENC winter and summer conferences for the past four years.

As an officer in the US Army for 22 years, Rich held many leadership positions and gained extensive practical, hands-on experience in all aspects of leading and managing individuals and teams. Rich has a BS in Engineering (United States Military Academy at West Point), an MA in English (Duke University), and an MBA in management (Oklahoma City University).

Rich's major clients cover a variety of industries and have included Siemens Corporation, Mercedes-Benz, CNN, Turner Broadcasting, Office Depot, Georgia Tech, and Virginia Tech.



**Professional Engineers
of North Carolina**

A state society of the National Society of Professional Engineers



Session Topics and Schedule

An outline of the courses and topics for the Leadership Institute is below. The curriculum consists of nine learning modules taught via seven classroom training days, two webinars and one self-paced project, and culminates in a team project presented at the 2018 Summer Conference. In-class sessions will be held at S&ME, 9751 Southern Pine Blvd, Charlotte, NC 28273. You can watch the webinars from the comfort of your own home or office.

Orientation Webinar - 1 hour (1 PDH)

Date: TBD (Webinar)

- Principles of leadership development
- Objectives and curriculum for this program
- Expectations of participants

Module 1: Understanding Leadership - 5 hours (5 PDHs)

Date: Friday, September 15, 2017

- Differences between leading and managing
- Differing styles of leadership and when to use them
- Traits of effective leaders in the engineering profession
- Five skills needed in the leadership process

Module 2: Developing Emotional Intelligence - 7 hours (7 PDHs)

Date: Saturday, September 16, 2017

- Overview of emotional intelligence and its importance in leadership and communication
- An overview of personality type preferences
- Finding your level of emotional intelligence and personality type

“In an industry where leadership courses with no measurable return are often viewed with skepticism, I have heard nothing but support from both my class and this year’s class on the value of this course. We have all come out feeling that our time and energy was well spent and that we are more prepared professionally, due to the knowledge and insight that was imparted and the practical implementation that was encouraged during the program. The Leadership Institute has been the most valuable non-technical training I’ve experienced. I can attest to the value that I and others have found in this course.” — Adrienne Elder

“The Leadership Institute was a positive experience. More than just learning leadership skills, I was able to practice them both in the class environment and in my own work environment. I was often uncomfortable, but in a good and necessary way that always led to growth. Watching myself deliver an impromptu speech on video was a humbling experience! Going through the fires of improvement was made easier and more effective through the camaraderie that is quickly developed with other students. It’s tough, but you’re not alone. And you all come out better for it.” — Robert Barrier

Module 3: Developing Your Managerial Skills - 3 hours (3 PDHs)

Date: Self-Paced Training

- Planning and organizing complex activities and projects
- Monitoring and assessing complex projects
- Time management

Module 4: Setting Direction & Expectations - 3 hours (3 PDHs)

Date: TBD (Webinar)

- Conducting situational analyses
- Setting goals, priorities and values for performance and conduct
- Communicating the strategic and operational directions
- Developing written communication skills

Module 5: Influencing Others - 7 hours (7 PDHs)

Date: Friday, October 13, 2017

- Influencing vs. inspiring
- Phases of the influence process
- Influence strategies to achieve consensus and buy-in
- The art of persuasion

Module 6: Inspiring Others - 7 hours (7 PDHs)

Date: Saturday, October 14, 2017

- Creating a climate for sustained high engagement
- Preventing disengagement and demotivation
- Theories of human motivation and behavior
- Inspirational communication

Module 7: Enabling Others - 7 hours (7 PDHs)

Date: Friday, November 10, 2017

- Assessing performance and behavior
- Intervention options for improving performance and behavior
- Best practices for providing feedback on performance and conduct
- Characteristics of effective teams

Module 8: Solving Problems & Making Decisions - 7 hours (7 PDHs)

Date: Saturday, November 11, 2017

- Identifying problem sources
- Responding to problems and risk
- Making effective decisions in risky situations
- Making unpopular decisions and handling resistance

Module 9: Dealing with Conflict - 7 hours (7 PDHs)

Date: Friday, December 8, 2017

- Identifying sources of conflict
- Promoting constructive, functional conflict
- Causes of difficult behavior and how to handle it
- Communicating effectively during conflict and with difficult people

**Final Team Project:
January 2018 - June 2018**

**Graduation:
PENC 2018 Summer Conference**



2017-2018 PENC Leadership Institute Application

Apply now for the 2017-2018 PENC Leadership Institute by returning this application and required supporting documentation, **by Friday, July 28, 2017**. If you do not have enough room to fully answer the questions, please continue on a separate sheet of paper and submit it with this application.

Questions? Contact Sean Gleason at sgleason@colejeneststone.com or 919-645-5985.

Personal Information

Name _____ Date _____
Home Address _____ City _____ State _____ Zip _____
Company Name _____
Address _____ City _____ State _____ Zip _____
Phone Number _____ Email Address _____

Professional Information — (Please attach a recent resume in addition to the below information.)

Position _____

Three sentence description of your responsibilities:

Current leadership responsibilities: (including work, community, faith-based organizations, etc.)

Prior training in leadership and management skills: (include description and length)

Please list any conflicts that may preclude you from completing all the requirements of this program or attending the scheduled training events, mentoring sessions, culmination project activities, and other scheduled events as described in this brochure:

Please attach a brief essay describing your personal goals for participating in the PENC Leadership Institute.

I have attached the following:

Resume Personal Goals Essay

Employer Letter of Support

I understand the requirements of this program as outlined in this brochure and wish to be selected for participation in the 2017-2018 Leadership Institute. I am committed to taking full ownership for my self-development.

Signature _____

Date _____

Program Fees

The cost is \$1,700 for the program. Fees include all classroom instruction, training materials, meals, snacks, and 2018 PENC Summer Conference Registration. Travel and hotel expenses are not covered by the program. However, PENC will provide group rates for hotel accommodations and will organize car pools for interested participants.

To attend equivalent training in public programs that this instructor delivers nationwide, you could easily pay \$7,500. Because of his partnership with PENC, we are able to offer this program to you at a substantial savings.