

**2018 Jerry R. Sims Management and Leadership Institute
November 7 – November 9, 2018
Tempe Mission Palms Hotel,
Tempe, AZ**

MLI Agenda

Wednesday November 7th

Morning

11:00-12:00 Registration Check In

Afternoon

12:30-2:00 Welcome (Jim)
Introductions
Purpose of meeting – what do you want to get out of it

2:00-3:00 Conversation on Leadership

3:00-3:15 Break

3:15-4:15 Personality test

4:15-5:30 Things we wish we knew...
Looking ahead to Thursday

6:00-8:00 Dinner on your own

Thursday November 8th

Morning

8:00–8:30 Breakfast

8:30-11:00 Administrative capability

10:00-10:15 Break

11:00-12:00 Multiple generations in the aid office

12:00-1:00 Lunch

Afternoon

1:00-3:00 Leading people and Teams

3:00–3:15 Break

3:15-4:30 Professional organizations and you. What's the point?

6:00-8:00 Reception with WASFAA Executive Council

Friday November 9th

Morning

8:00-8:30 Breakfast

8:30-9:30 Institutional culture – relationships with other offices, the media; changing culture

9:30-10:30 Which questions were not answered? What else do you want to know? Post-it note review.

10:30-10:50 Break

10:50-11:40 Personal SWOT – to help you prepare next steps

11:40 – Noon Wrap up

Noon End of event