



LEADERSHIP 101 (SF)

Oct 5, Nov 2, Feb 8, Mar 15, Apr 19 | The Bay School of SF

The Leadership 101 program is designed for school leaders in their first five years in positions with administrative, management, and/or supervisory responsibilities. This program helps participants demystify and develop key process skills of an effective school leader: understanding leadership style and school culture, effective communication, self-awareness, project planning, facilitation and building a following. The group examines and discusses personal experiences, case studies, and resources from experts, building a network of support and adding competencies for success in the life of an administrator.

We encourage two years of participation in this program, and we vary the topics accordingly. There will be guest speakers and opportunities for mentoring from the facilitators.

This year's meetings will be framed around 5 central themes:

- **Realizing your Goals:** Understanding and leveraging the context of your school.
- **Productivity and Project Management Skills:** Giving you the time to take care of your work, others, and self.
- **Making Meetings Work:** Strategically using meeting times to accomplish goals.
- **Effective Communication:** Proactive and reactive communication for when it is easy and when it is not.
- **Identifying your Leadership Brand:** Proactive planning to define your leadership going forward.

Visit leadership101sf_catdc.eventbrite.com to REGISTER!

FACILITATORS



ANDREW DAVIS, is the Head of School at Mt. Tamalpais School in Mill Valley. He served as a Head of Middle School and Director of Admissions at Crystal Springs Uplands School before assuming his present responsibilities. His teaching career includes three years as a middle school history teacher at the Hamlin School.



LINDA HOOPES, is the Middle School Head at Head-Royce School in Oakland. As a school leader, she believes in the power of clear communication and leading with kindness. Prior to being division head, Linda taught in the Head-Royce middle school for eleven years.

QUESTIONS? Contact us at info@catdc.org

