Edinburgh Leader Programme
Schedule Cohort 1 - 2024/25

Month	✓	Event	Format	Duration	Dates	✓
Sept		Familiarise yourself with programme, TEAMs site, SharePoint documents and add all dates to diary	Self-directed learning	1-3 hours	Before programme launch	
Sept		Complete Strengths profile & review your report	Self-directed learning	1.5 hours	Before programme launch	
Oct		**Programme Launch (Informatics building)**	**In person event**	**3 hours + travel**	**8th October 1.30-4.30pm**	
		Edinburgh school holidays – no tasks				
Nov		Time to reflect after programme launch and prepare for Know Yourself workshop	Self-directed learning	1 hour	Before Know Yourself workshop	
Nov		**Know Yourself workshop**	**Online workshop (TEAMS)**	**2 hrs**	**Thursday 31st October 2-4pm**	
Nov		Work on tasks from Know Yourself workshop & prepare for first discussion group	Self-directed Learning	2-4 hours	November	
Nov		**Facilitated Leadership Discussion Group 1**	**Online meeting (TEAMS)**	**2 hrs**	**Wednesday 13th November 2pm to 4pm OR Thursday 14th November 10am to 12 noon**	
Nov		Self-directed learning time / prep for Leadership essentials workshop	Self-directed Learning	2-3 hrs	November	
Nov		**LEADERSHIP ESSENTIALS (Part 1) - Actively seeking feedback**	**Online workshop (ZOOM)**	**3 hrs**	**27th November 9.15am to 11.45am**	
Dec		Self-Directed Learning time	Self-directed Learning	Up to 3 hrs	December	
Dec		**LEADERSHIP ESSENTIALS (Part 2) - Thriving in uncertainty**	**Online workshop (ZOOM)**	**3 hrs**	**10th December 9.15am to 11.45am**	
Dec		Reflection on learning to date	Self-reflection	1 hour		
		Christmas closure – no tasks				

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Jan 2025	Self-directed learning time / prep for second discussion group	Self-directed Learning	2 hours	January	
	Facilitated Leadership Discussion Group 2	**Online meeting (TEAMS)**	**2 hrs**	**Wednesday 22nd January 2pm to 4pm OR Thursday 23rd January 10am to 12 noon**	
Feb	**LEADERSHIP ESSENTIALS (Part 3) - Understanding how other cultures work**	**Online workshop (ZOOM)**	**3 hrs**	**5th February 2025 9.15am to 11.45am**	
	February break – no tasks				
Mar	Tasks/prep for leadership essentials workshop	Self-directed Learning	1 hour	February	
	LEADERSHIP ESSENTIALS (Part 4) - Tackling complex problems	**Online workshop (ZOOM)**	**3 hrs**	**26th February 9.15am to 11.45am**	
	Tasks/prep for discussion group	Self-directed Learning	1 hour	Before discussion group 3	
Mar	**Facilitated Leadership Discussion Group 3**	**Online meeting (TEAMS)**	**2 hrs**	**Wednesday 5th March 2pm to 4pm OR Thursday 6th March 10am to 12 noon**	
	Prepare and record reflections presentation	Self-allocated time	2 hours	Deadline to submit by Friday 21st March	
	Give & receive feedback on presentation (to and from peer mentors & from nominating manager)	Self-allocated time	2 hours	Deadline is by Friday 4th April	
April	**Easter Break**				
	Making a Difference event (central area venue tbc)	**In person event**	**3 hrs**	**29th April or 1st May (tbc)**	
May	**Self-facilitated Leadership Discussion Group 4**	**Online meeting (TEAMS)**	**2 hrs**	**Wednesday 14th May 2pm to 4pm OR Thursday 15th May 10am to 12 noon**	
	Development review discussion with nominating manager to discuss objectives and actions going forward	Self-directed	1 hour	By end of May	
Oct	**Translate Session**	**Online workshop (ZOOM)**	3 hours	**Wed 8th October 9.15am to 11.45am**	
Total anticipated time commitment to complete programme:			**56.5 hours**		

Key Contact details:

- Talent and Development general email queries: TalentAndDevelopment@ed.ac.uk

- Programme Manager: Ruth.Miller@ed.ac.uk

- External facilitators for Leadership Essentials workshops: Jono Elliot jono.elliot@commonpurpose.org and Elspeth Dixon elsbeth.dixon@commonpurpose.org

Programme resource and communications:

You will be provided with access to the programme resources and communications areas once accepted on the programme. The resources are stored on the programme SharePoint site (including handouts, workbooks, pre-and post-workshop activities etc) and a TEAMs site will be created for your cohort to communicate with each other and the programme manager and administrators.

- Edinburgh Leader Resources SharePoint site

- Edinburgh Leader cohort 1 community TEAMs site (TBC)