Aspiring Manager programme
Semester 2 – 2024/25

THE UNIVERSITY of EDINBURGH
Talent and Development

Month	Event	Format	Duration	Dates	✔
Jan	Take time to understand the programme approach, familiarise yourself with the TEAMs site, document set up and timeline. Ensure dates selected for Sessions 2 & 3	Self-allocated time	1-3 hours	January	
	Session 1: Programme Welcome • A full cohort opening presentation to introduce the programme.	Online facilitated session	1 hour	Choose **one** session, on Monday 20th January 2025 9:30am to 10:30am OR 1pm to 2pm	
	Session 2: • A small group (around 16 delegates) facilitated session	Online facilitated session	3 hours + actions	Choose **one** of the following sessions: 27th January 1pm to 4pm 28th January 9:30am to 12:30pm 28th January 1pm to 4pm 29th January 9:30am to 12:30pm 29th January 1pm to 4pm 30th January 9:30am to 12:30pm 30th January 1pm to 4pm 31st January 9:30am to 12:30pm	
March	**Self-Directed Learning reflections**	Self-directed learning in small groups	1 hour	Early March	
	Self-Directed Learning	Self-directed learning - individual	2 hours	Mid-March (before session 3)	

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April	**Session 3**: • A small group (around 16 delegates) online facilitated session at mid-point of programme	Online facilitated session	3 hours + actions	Choose one of the following sessions: 10th March 9:30am to 12:30pm 10th March 1pm to 4pm 11th March 9:30am to 12:30pm 11th March 1pm to 4pm 12th March 1pm to 4pm 13th March 9:30am to 12:30pm 13th March 1pm to 4pm 14th March 9:30am to 12:30pm	
	Session 4: • A full cohort online briefing for your reflections element on why you are a future manager at the University of Edinburgh.	Online facilitated session	1 hour + 1 hour for actions	29th April 2025 - 9.30-10.30	
May	**Reflections recording (uploaded to Teams)** • Each delegate records personal reflections on why they are a future manager at the University of Edinburgh.	Self-allocated time	30 minutes to record and upload to Teams	By mid-May	
	Reflections Feedback • Give and receive feedback on your reflections by nominating manager and two Peer Mentor Group colleagues	Self-allocated time	30-60 minutes via Manager & peer mentor colleagues	By end of May	
	Final Content	Self-directed learning - individual	2 hours	By end of May	
	Programme Survey • Delegates and nominating managers requested to complete short programme survey.	Self-allocated time	30 minutes	(before Making a Difference event)	
	Making a Difference Event • A celebration of delegates' learning.	Online facilitated session	2 hours Timings TBC	28th May 2025	

Key Contact details:

- Programme facilitator: Alice Beveridge (Alice@treeof.com), Tree of Knowledge
- Administration support: Alan Burton (Alan@treeof.com), Tree of Knowledge
- Talent and Development general email queries: TalentAndDevelopment@ed.ac.uk
- Talent and Development contact: Ruth Miller, Ruth.Miller@ed.ac.uk

Programme resources and communications:

- Delegates will be provided with access to the programme resources and The Mighty Network