



# Edinburgh Leader Programme

## Schedule Cohort 2 – 2025/2026

| Month    | Event  | Format                         | Duration                | Dates  | ✓ |
|----------|--|--------------------------------|-------------------------|--|---|
| January  | Familiarise yourself with programme, TEAMS site, SharePoint documents and add all dates to diary | Self-directed learning         | 1-3 hours               | Before programme launch  |   |
|          | Complete Strengths profile & review your report  | Self-directed learning         | 1.5 hours               | Before programme launch  |   |
|          | <b>Programme Launch (Patersons Land room G 21)</b>   | <b>In person event</b>         | <b>3 hours + travel</b> | <b>Wednesday 21<sup>st</sup> January, 9.30am-12.30pm</b>                     |   |
| February | Book preferred dates for Leadership Essentials Modules parts 1-5                                 | Online task                    | 15 minutes              | By end of February   |   |
|          | Complete development wheel self-assessment tool  | Self-directed learning         | 2 hours                 | Before 'Know yourself' session   |   |
|          | Time to reflect after programme launch and prepare for Know Yourself workshop                    | Self-directed learning         | 1 hour                  | Before Know Yourself workshop  |   |
|          | <b>Know Yourself workshop (identify personal development areas)</b>                              | <b>Online workshop (TEAMS)</b> | <b>2.25 hrs</b>         | <b>4<sup>th</sup> February 1.45-4.00pm</b>                                   |   |
|          | Work on personal development areas / meet with peer mentors                                      | Self-directed learning         | 2 hours                 | During February  |   |
|          | Prep for leadership essentials workshop  | Self-directed learning         | 30 minutes              | Before workshop  |   |
|          | <b>LEADERSHIP ESSENTIALS (Part 1) - Emotionally intelligent leadership</b>                       | <b>Online workshop (ZOOM)</b>  | <b>2.5 hrs</b>          | <b>10<sup>th</sup> February 2-4.30pm or 11<sup>th</sup> February 9.30-12</b> |   |
|          | Take time to reflect on workshop   | Self-directed learning         | 30 minutes              | After workshop   |   |
|          | Prep for 1st discussion group  | Self-directed learning         | 30 minutes              | Before discussion group  |   |
|          | <b>Facilitated Leadership Discussion Group 1</b>   | <b>Online meeting (TEAMS)</b>  | <b>2 hrs</b>            | <b>25<sup>th</sup> or 26<sup>th</sup> February</b>                           |   |
| March    | Work on personal learning objectives & meet with peer mentors                                    | Self-directed learning         | 2 hours                 | March 2025   |   |
|          | Prep for leadership essentials workshop  | Self-directed learning         | 30 minutes              | Before workshop  |   |
|          | <b>LEADERSHIP ESSENTIALS (Part 2) – Leading others</b>   | <b>Online workshop (ZOOM)</b>  | <b>2.5 hrs</b>          | <b>4<sup>th</sup> March - 9.30-12 or 5<sup>th</sup> March - 2-4.30pm</b>     |   |
|          | Take time to reflect on workshop   | Self-directed learning         | 30 minutes              | After workshop   |   |
|          | Prep for 2nd discussion group  | Self-directed learning         | 30 minutes              | Before discussion group  |   |



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|   |   |                               |                 |  |  |
|---|---|-------------------------------|-----------------|--|--|
|   | <b>Facilitated Leadership Discussion Group 2</b>  | Online meeting (TEAMS)        | 2 hrs           | 18th or 19th March   |  |
|   | Prep for leadership essentials workshop   | Self-directed learning        | 30 minutes      | Before workshop  |  |
|   | <b>LEADERSHIP ESSENTIALS (Part 3) - Leading change</b>  | <b>Online workshop (ZOOM)</b> | <b>2.5 hrs</b>  | <b>31st March 2026 - 9.30-12 or 1st April - 2-4.30pm</b>             |  |
|   | Take time to reflect on workshop  | Self-directed learning        | 30 minutes      | After workshop   |  |
| April   | Prep for discussion group 3   | Self-directed Learning        | 30 minutes      | Before discussion group  |  |
|   | <b>Facilitated Leadership Discussion Group 3</b>  | <b>Online meeting (TEAMS)</b> | <b>2 hrs</b>    | <b>22<sup>nd</sup> or 23<sup>rd</sup> April</b>                      |  |
|   | Prep for leadership essentials workshop   | Self-directed learning        | 30 minutes      | Before workshop  |  |
| May   | <b>LEADERSHIP ESSENTIALS (Part 4) - Influencing others</b>  | <b>Online workshop (ZOOM)</b> | <b>2.5 hrs</b>  | <b>5<sup>th</sup> May - 9.30-12 or 7<sup>th</sup> May - 2-4.30pm</b> |  |
|   | Take time to reflect on workshop  | Self-directed learning        | 30 minutes      | After workshop   |  |
|   | Prep for leadership essentials workshop   | Self-directed learning        | 30 minutes      | Before workshop  |  |
|   | <b>LEADERSHIP ESSENTIALS (Part 5) - Leading strategically</b>   | <b>Online workshop (ZOOM)</b> | <b>2.5 hrs</b>  | <b>11th May 2026 - 2-4.30pm or 12th May 2026 - 9.30-12</b>           |  |
|   | Reflect on programme learning to date   | Self-directed learning        | 1 hour          | After workshop   |  |
|   | Prepare and record reflections presentation   | Self-allocated time           | 2 hours         | Deadline to submit by 29 <sup>th</sup> May                           |  |
| June  | Prepare for 4th discussion group  | Self-directed learning        | 30 minutes      | Before discussion group  |  |
|   | <b>Self-facilitated Leadership Discussion Group 4</b>   | <b>Online meeting (TEAMS)</b> | <b>2 hrs</b>    | <b>3<sup>rd</sup> or 4<sup>th</sup> June</b>                         |  |
|   | Give & receive feedback on presentation (to and from peer mentors & from nominating manager)          | Self-allocated time           | 2 hours         | By Friday 12 <sup>th</sup> June 2026                                 |  |
|   | <b>Making a Difference (Edinburgh Futures Institute room 2.55)</b>                                    | <b>In person event</b>        | <b>3 hrs</b>    | <b>Wednesday 24<sup>th</sup> June, 9.30am-12.30pm</b>                |  |
|   | Development review discussion with nominating manager to discuss objectives and actions going forward | Self-directed                 | 1 hour          | By end of September 2026   |  |
| <b>Total anticipated time commitment to complete programme:</b> |   |                               | <b>53 hours</b> |  |  |

**Booking links for Leadership Essentials workshops:** Please select one date for each of the 5 available workshops:

| Workshop                                       | Date & time                 | Booking link  |
|--|-----------------------------|---|
| Session 1 - Emotionally intelligent leadership | 10th February 14.00 – 16.30 | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82114">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82114</a> |
|  | 11th February 9.30 – 12.00  | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82115">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82115</a> |
| Session 2 - Leading others                     | 4th March 9.30 – 12.00      | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82116">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82116</a> |
|  | 5th March 14.00 – 16.30     | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82117">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82117</a> |
| Session 3 - Leading through uncertainty        | 31st March 2026 - 9.30-12   | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82118">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82118</a> |
|  | 1st April - 2-4.30pm        | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82119">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82119</a> |
| Session 4 - Influencing others                 | 5th May 9.30 – 12.00        | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82120">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82120</a> |
|  | 7th May 14.00 – 16.30       | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82121">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82121</a> |
| Session 5 - Leading with strategy in mind      | 11th May 14.00 – 16.30      | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82122">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82122</a> |
|  | 12th May 9.30 – 12.00       | <a href="https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82123">https://www.events.ed.ac.uk/index.cfm?event=book&amp;scheduleID=82123</a> |

## Key Contact details:

- Talent and Development general email queries: [TalentAndDevelopment@ed.ac.uk](mailto:TalentAndDevelopment@ed.ac.uk)
- Programme Manager: [Ruth.Miller@ed.ac.uk](mailto:Ruth.Miller@ed.ac.uk)
- External facilitators for Leadership Essentials workshops: [AdvanceHE](#)

## Programme resource and communications:

You will be provided with access to the programme resources and communications areas shortly after being 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 TEAMS site](#)