



THE UNIVERSITY of EDINBURGH
Talent and Development

Edinburgh Manager Programme

Cohort 1 schedule – 2025/2026 Academic year



| Month | Event | Format | Duration | Dates / deadline | ✓ |
|--------------|--|--------------------------------|------------------------------|---|---|
| October 2025 | 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 | |
| | Familiarise yourself with Guidance for managers | Self-directed learning | 3 hours | Before programme launch | |
| | Programme Launch event (Edinburgh Futures Institute, Room 2.35) | In person event | 3 hours + travel time | 1st October, 13.30-16.30 | |
| | Book preferred dates for Management Essentials Modules parts 1, 2, 3 & 4 | Online task | 15 minutes | By End October | |
| | Complete development wheel and identify personal development areas | Self-directed Learning | 2 hours | Before 'Know yourself' session | |
| | Know yourself session (identify personal development areas) | Online workshop (TEAMS) | 2.25 hrs | 28th October, 13.45-4.00pm | |
| November | Work on personal development areas / meet with peer mentors | Self-directed Learning | 2 hours | During November | |
| | Prep for Management Essentials Module 1 | Self-directed learning | 30 min | Before workshop | |
| | Management Essentials Module 1: The Foundations of Management | Online workshop | 3 hours | Weds 5 th Nov 09:30 – 12:00 Weds 5 th Nov PM 13:30 – 16:00 Thurs 6 th Nov AM 09:30 – 12:00 | |
| | Take time to reflect on Module 1 | Self-directed Learning | 30 min | After workshop | |
| | Prep for first Discussion Group | Self-directed learning | 30 minutes | Before discussion group | |
| | Facilitated Management Discussion Group 1 | Online Meeting (TEAMS) | 2 hours | 19 th or 20 th November | |
| December | Work on personal learning objectives & meet with peer mentors | Self-directed learning | 2 hours | December | |
| | Prep for Management Essentials Module 2 | Self-directed learning | 30min | Before workshop | |
| | Management Essentials Module 2: Getting the best from your Team | Online workshop | 3 hours | Tues 2 nd Dec 09:30 – 12:00 Tues 2 nd Dec 13:30 – 16:00 Weds 3 rd Dec 09:30 – 12:00 | |

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| | Take time to reflect on Module 2 | Self-directed Learning | 30 min | After workshop | |
| | Prep for second Discussion Group | Self-directed learning | 30 minutes | Before discussion group | |
| | Facilitated Leadership Discussion Group 2 | Online meeting (TEAMS) | 2 hrs | 10 th or 11 th December | |
| January | Prep for Management Essentials Module 3 | Self-directed learning | 30 min | Before workshop | |
| | Management Essentials Module 3: Manager as a coach | Online workshop | 3 hours | Weds 21 st Jan 13:30 – 16:00 Thurs 22 nd Jan 09:30 – 12:00 Thurs 22 nd Jan 13:30 – 16:00 | |
| | Take time to reflect on Module 3 and complete Reflections Log | Self-directed Learning | 30 min | After workshop | |
| February | Prep for 3rd Discussion Group | Self-directed learning | 30 minutes | Before discussion group | |
| | Facilitated Leadership Discussion Group 3 | Online meeting (TEAMS) | 2 hrs | 4 th or 5 th February | |
| March | Prep for Management Essentials Module 4 | Self-directed learning | 30 min | Before workshop | |
| | Management Essentials Module 4: Managing Yourself | Online workshop | 3 hours | Tues 3 rd Mar AM 09:30 – 12:00 Tues 3 rd Mar AM 13:30 – 16:00 Thurs 4 th Mar 09:30 – 12:00 | |
| | Reflect on programme learning to date | Self-directed Learning | 1 hour | After workshop | |
| | Self-facilitated Management Discussion Group 4 | | 2 hours | 18 th or 19 th March | |
| April | Prepare and record reflections video | Self-allocated time | 2 hours | Thursday 2 nd April | |
| | Give & receive feedback on reflections video (peer mentors & nominating manager) | Self-directed time | 2 hours | Friday 24 th April | |
| | Making a Difference celebration event (Edinburgh Futures Institute, Room 2.55) | In person event | 3 hours | Tuesday 28 th April, 9.30-12.30 | |
| | Development review discussion with nominating manager to discuss objectives and actions going forward | Self-allocated time | 1 hour | By end of June 2026 | |
| | Total anticipated time commitment to complete programme: | | 53 hours | | |