



# Edinburgh Manager Programme

## Cohort 1 schedule – 2026/27



	Event	Format	Duration	Dates / deadline	✓
September	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 <a href="#">Guidance for managers</a>	Self-directed learning	3 hours	Before programme launch	
October	<b>Programme Launch – Welcome event (location TBC)</b>	<b>In person event</b>	<b>3 hours + travel</b>	<b>6<sup>th</sup>, 7<sup>th</sup> or 8<sup>th</sup> October (TBC)</b>	
	<b>Mid-term break 2026</b>				
	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	
	<b>Know yourself session (identify personal development areas)</b>	<b>Online workshop</b>	<b>2.25 hrs</b>	<b>Wed 28<sup>th</sup> Oct, 1.45-4.00pm</b>	
November	Work on personal development areas / meet with peer mentors	Self-directed Learning	2 hours	During November	
	<b>Prep for Management Essentials Module 1</b>	<b>Self-directed learning</b>	<b>30 min</b>	<b>Before workshop</b>	
	<b>Management Essentials Module 1: The Foundations of Management</b>	<b>Online workshop</b>	<b>3 hours</b>	<b>Wed 4th Nov, 9:30-12:00 OR Wed 4th Nov, 13:30-16:00 OR Tues 10th Nov, 9:30-12:00</b>	
	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	
	<b>Facilitated Management Discussion Group 1</b>	<b>Online Meeting (TEAMS)</b>	<b>2 hours</b>	<b>18<sup>th</sup> or 19<sup>th</sup> November</b>	
December	Work on personal development areas / meet with peer mentors	Self-directed learning	2 hours	December	
	<b>Prep for Management Essentials Module 2</b>	<b>Self-directed learning</b>	<b>30min</b>	<b>Before workshop</b>	
	<b>Management Essentials Module 2: Getting the best from your Team</b>	<b>Online workshop</b>	<b>3 hours</b>	<b>Wed 25th Nov 9:30-12:00 OR Wed 25th Nov 13:30-16:00 OR Tues 1st 13:30-16:00</b>	
	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	
	<b>Facilitated Leadership Discussion Group 2</b>	<b>Online meeting (TEAMS)</b>	<b>2 hrs</b>	<b>9<sup>th</sup> or 10<sup>th</sup> December</b>	
<b>Christmas break</b>					

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	Wed 20th Jan 9:30-12:00 OR Wed 20th Jan 13:30-16:00 OR Tues 26th Jan 9:30-12:00	
	Take time to reflect on Module 3	Self-directed Learning	30 min	After workshop	
February	Prepare for 3rd Discussion Group	Self-directed learning	30 minutes	Before discussion group	
	Facilitated Leadership Discussion Group 3	Online meeting (TEAMS)	2 hrs	3 <sup>rd</sup> or 4 <sup>th</sup> February	
	<b>February break 2027</b>				
	Prep for Management Essentials Module 4	Self-directed learning	30 min	Before workshop	
	Management Essentials Module 4: Managing Yourself	Online workshop	3 hours	Tues 23rd Feb 9:30-12:00 OR Wed 3rd March 9:30-12:00 OR Wed 3rd March 13:30-16:00	
	Reflect on programme learning to date	Self-directed Learning	1 hour	After workshop	
	Self-facilitated Management Discussion Group 4	Group to decide	2 hours	17th or 18th March	
	Recommended eLearning: Introduction to Change Management – understand common language and models used, including ADKAR	<a href="https://edin.ac/493ARhd">https://edin.ac/493ARhd</a>	45 minutes	By end of programme	
	Recommended eLearning: Introduction to Leading Change – focusses on the role of the Line Manager during change and introduces the CLARC model	<a href="https://edin.ac/4cNXzef">https://edin.ac/4cNXzef</a>	45 minutes	By end of programme	
<b>Easter break 2027</b>					
	Prepare and record reflections video	Self-allocated time	2 hours	Friday 2 <sup>nd</sup> April	
	Give & receive feedback on reflections video with peer mentors and nominating manager	Self-directed time	2 hours	Friday 16 <sup>th</sup> April	
	<b>Making a Difference celebration event (location tbc)</b>	<b>In person event</b>	<b>3 hours</b>	<b>27<sup>th</sup>, 28<sup>th</sup> or 29<sup>th</sup> April</b>	
	Development review discussion with nominating manager to discuss objectives and actions going forward	Self-allocated time	1 hour	By end of September	
<b>Total anticipated time commitment to complete programme:</b>			<b>51 hours</b>		