



RUTGERS

School of Management
and Labor Relations

LEVEL UP! Leadership Development for Early Career Women

Presented by: Center for Women and Work



Program Background

About Our Expertise:

The Center for Women and Work is a leader in research, education, and programs that promote economic and social equity for women workers, their families, and their communities. Founded in 1993 and housed at Rutgers' School of Management and Labor Relations, CWW has a long history of developing first-rate programs to help women develop the necessary skills to advance in the workplace and beyond.

Why Leadership Development for Early Career Women?

Early career is the best time for potential women leaders to identify and develop the skills needed to map potential pathways and advance to the top – filling gaps in the diverse leadership pipeline. This certificate program boosts the talent channel by addressing that need at both the individual and organizational level.

Target Audience:

Individuals with 5-10 years of business experience, those who are transitioning (or expected to transition) into new roles, and/or those who have been identified by management or a sponsor at their organization as having high potential for leadership development.

Program Components

The program follows a blended learning model with four days of in-person training. The content is designed to be interactive and reflective, and the structure consists of 3 major components as outlined below.

*This program may be offered to any client organization staff, regardless of sex, gender or gender identity.

Content Modules -

All of our modules are research-based and customized to target the specific issues facing women in your industry. Our faculty consists of professors and other professionals from Rutgers and surrounding academic communities. Modules will cover a myriad of topics such as barriers to advancement for women leaders, personal branding and networking, addressing work-life concepts, and diversity and inclusion, to name a few.

Personal Leadership Plans -

The overall goal of this program is not only to help future leaders gain valuable skills and knowledge in key areas, but to also set the stage for each individual's professional advancement. To that end, in addition to the content-based modules program participants will also develop their own Personal Leadership Plans. These plans are a crucial component of the program and will help the cohort members outline their guiding principles, vision statement, and specific goals and objectives in a facilitated environment. The development of their plans begins on day one, and culminates with each woman presenting her plan to the group on the last day.

Peer Coaching Groups -

Too often, women leaders find themselves too busy to reflect on their leadership and career development practices. And to add to that, they are often isolated from one another. The peer coaching groups provides a regular safe space in which to reflect, as well as gain feedback from their peers and "critical friends." It also affords women leaders the opportunity to practice an approach which is both critical and supportive, addressing their own Personal Leadership Plans as well as some of the issues discussed throughout the modules about the unique challenges for women in leadership positions.



Overview of Program Modules

Module One: Exploring Women, Work, and Leadership

The first module introduces general concepts of leadership development, particularly as they relate to particular challenges women face in their careers. Participants will engage in an intensive training that defines career branding and identify essential components to implementing branding strategies into a professional's career. Participants will gain skills and strategies that help lead to personal and career success, including securing mentors and sponsors. We will also discuss strategies for fighting "imposter syndrome", navigating the behavioral double-bind for women leaders, and help participants begin mapping their own leadership paths with the introduction of personal leadership development plans. Peer coaching groups formed during this session will continue throughout the program.

Module Two: Work and Life in an Innovation Economy

Module two is an in-depth look at work-life issues in our hyper-competitive economy through the lens of women leaders. Participants will explore the concepts of work-life "balance", "conflict" and "integration", as well as how to address these concepts from a leadership perspective. Participants will also learn about the theory of negotiation and tools for becoming a more effective negotiators. Peer coaching groups will work with facilitators on integrating work and life into their personal leadership development plans.

Module Three: Understanding Your Workplace Culture

The third module explores workplace culture and its impact on women's leadership and advancement. The training introduces diversity and inclusion concepts, including assessing organizational and individual cultural competency. Participants will learn to identify and respond to unconscious bias and microaggressions in their workplace interactions. Peer coaching group discussions will focus on personal reflection and experiences involving workplace diversity and inclusion.

Module Four: Social Networks, Plans, and Capstone Leadership Panel

On the final day of programming, participants will explore the intricacies of social networks dynamics and their impact on leadership development. Participants will also present their personalized leadership plans in their peer coaching groups, and share experiences with the whole cohort. The day culminates in a keynote and panel session featuring women leaders who will share their stories, lessons learned, and recommendations for program participants.

Sample Agenda

Module #1

- 9:00 - 12:00 Exploring Women, Work, and Leadership
- 1:00 - 1:30 Introduction to Peer Coaching Groups
- 1:30 - 4:00 Personal Branding and Networking

Module #2

- 9:00 - 12:00 Work and Life in an Innovation Economy: Addressing Balance from a Leadership Perspective
- 1:00 - 2:30 Negotiation Skills and Strategies
- 2:30 - 4:00 Peer Coaching Groups

Module #3

- 9:00 - 10:30 Introduction to Diversity and Inclusion
- 10:45 - 12:15 Understanding Implicit Bias
- 1:00 - 2:30 Micromessaging Concepts
- 2:30 - 4:00 Peer Coaching Groups

Module #4

- 9:00 - 12:00 Social Networks for Career Advancement
- 1:00 - 2:30 Leadership Panel - Corporate Panelists
- 2:30 - 4:00 Closing Session



“This program provided me with strategies that I have already incorporated into my leadership style, and the instructors are all very knowledgeable & engaging.” – Fall 2018 Cohort

A customized approach:

Our Leadership Development or Early Career Women certificate program is tailored to fit the specific needs of respective companies/industries. We will work directly with your staff to customize all aspects of scheduling, content delivery, program implementation, and beyond. Contact us for more information.

Previous clients include women from:

BRISTOL-MYERS SQUIBB **COVANCE** **PANASONIC** **NJ RESOURCES** **E*TRADE** **ATLANTIC HEALTH SYSTEM**

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