The PENC Leadership Insitute is a year-long program designed to help North Carolina's engineers develop the communication, emotional and people skills that create strong and visionary leaders. Led by a renowned leadership expert with cooperation from executives in major North Carolina engineering companies, this program features a curriculum that allows participants to build long-term competency in leadership skills - from understanding leadership styles to inspiring and motivating others. Graduates of this program will be well-rounded professionals who are not only technical experts, but capable and effective leaders who can positively impact North Carolina society.

a unique approach

The PENC Leadership Insititue doesn't depend solely on in-class training. The course is based on the idea that aspiring leaders learn best when they receive instruction, put the lessons to work, get consistent feedback and reflect on lessons learned. All participants benefit from:

- leadership training courses
- application of lessons at your job
- a mentor relationship
- a team project on a real-world issue
- assessment of your skills
- 50 PDHs

No other leadership program in the state focuses so completely on your individual needs and personal growth.

about the instructor

Rich St. Denis is a top-rated senior trainer and consultant based in Atlanta who specializes in leadership, performance management, coaching, teambuilding, communication skills, and emotional intelligence. He has more than 20 years of training experience and has trained and coached more than 20,000 professionals. Rich has delivered several leadership programs at PENC winter and summer conferences for the past two years.

As an officer in the US Army for 22 years, Rich held many leadership positions and gained extensive practical hands-on experience in all aspects of leading and managing individuals and teams. Rich has a B.S. in Engineering (United States Military Academy at West Point), an M.A. in English (Duke University), and an M.B.A. in Management (Oklahoma City University).

Rich's major clients cover a variety of industries and have included: Siemens Corporation • Mercedes-Benz • CNN • Turner Broadcasting • Office Depot • US Air Force • Department of Defense

distinguish yourself

Are you serious about taking your career to the next level? Designed specifically for engineers with 1 to 10 years of post-collegiate professional experience, this exclusive program is tailored to aspiring leaders in the field. We think you should be interested in and willing to participate in class discussions and take ownership of your own personal development. We expect all participants to be dedicated to demonstrating the values of the profession: integrity, innovation, excellence, and safety. Participants should have the support of their employer and supervisor and are expected to:

- attend all scheduled training sessions
- participate in one mentoring session a month
- apply lessons from training to on-the-job activities
- complete one supplementary leadership development activity a month
- participate in a team-based Culmination Project and project presentations at the PENC Summer Conference in 2012

This program is sure to make you stand out from your peers as someone who is dedicated to becoming a better engineering professional. If this sounds like a commitment you're ready to make to advance your career, we invite you to submit the application on page 4 along with two letters of recommendation and written support from your employer.

Session Topics and Schedule

An outline of the courses and topics for the Leadership Institute is below. The curriculum consists of nine learning modules taught via seven classroom training days, two webinars and one self-paced project, and culminates in a team project presented at the 2013 Summer Conference. In-class sessions will be held in Raleigh, during the Charlotte Conference in November and the Raleigh Seminars in December. You can watch the webinars from the comfort of your own home or office.

Orientation Webinar - 1 hour

Date: Monday, September 10, 2012 (Webinar)

- Principles of leadership development
- Objectives and curriculum for this program
- Expectations of participants

Module 1: Understanding Leadership - 5 hours

Date: Friday, September 21, 2012 (Raleigh)

- Differences between leading and managing
- Differing styles of leadership and when to use them
- Traits of effective leaders in the engineering profession
- Five skills needed in the leadership process

Module 2: Developing Emotional Intelligence - 7 hours

Date: Saturday, September 22, 2012 (Raleigh)

- Overview of emotional intelligence and its importance in leadership and communication
- An overview of personality type preferences
- Finding your level of emotional intelligence and personality type

Module 3: Developing Your Managerial Skills - 3 hours

Date: Self-Paced Training due date to be announced

- Planning and organizing complex activities and projects
- Monitoring and assessing complex projects
- Time management

Module 4: Setting the Direction & Expectations - 3 hour

Date: Early October, date to be annonunced (Webinar)

- Conducting situational analyses
- Setting goals, priorities and values for performance and conduct
- Communicating the strategic and operational directions
- Developing written communication skills

Module 5: Influencing Others - 7 hours

Date: Friday, October 19, 2012 (Raleigh)

- Influencing vs. inspiring
- Phases of the influence process
- Influence strategies to achieve consensus and buy-in
- The art of persuasion

Module 6: Inspiring Others - 7 hours

Date: Saturday, October 20, 2012 (Raleigh)

- Creating a climate for sustained high engagement
- Preventing disengagement and demotivation
- Theories of human motivation and behavior
- Inspirational communication

Module 7: Enabling Others - 7 hours

Date: Friday, November 16, 2012

- Assessing performance and behavior
- Intervention options for improving performance and behavior
- Best practices for providing feedback on performance and conduct
- Characteristics of effective teams

Module 8: Solving Problems & Making Decisions - 7 hours

Date: Saturday, November 17, 2012

- Identifying problem sources
- Responding to problems and risk
- Making effective decisions in risky situations
- Making unpopular decisions and handling resistance

Module 9: Dealing with Conflict - 7 hours

Date: Friday, December 14, 2012

- Identifying sources of conflict
- Promoting constructive, functional conflict
- Causes of difficult behavior and how to handle it
- Communicating effectively during conflict and with difficult people

Final Team Project: January 2013 - June 2013

Graduation: PENC 2013 Summer Conference

cost

The cost is $1,375 for PENC members and $1,575 for Non-Members. The Non-Member price includes a State Level Membership in PENC. Fees include all classroom instruction, training materials, meals and snacks. Travel and hotel expenses are not covered by the program. However, PENC will provide group rates for hotel accommodations and will organize car pools for willing participants.

Three $300 scholarships are available to offset associated travel expenses of the program and will be judged based on the strength of the application and justified need. These scholarships will require receipts before eligible disbursement will be made. It is not necessary to be a PENC member to participate.

To attend equivalent training in public programs that the instructor delivers nationwide, you could easily pay $7500. Because of his partnership with PENC, we are able to offer this program to you at a substantial savings.

Apply Now

for the PENC 2012-2013 Leadership Institute by returning this application, along with two letters of recommendation and written support from your employer, by Wednesday, August 1. If you do not have enough room to fully answer the questions, please continue on a separate sheet of paper and submit it with this application. You can also apply online by clicking here.

Questions? Contact Betsy Bailey (bbailey@penc.org) or 919/834-1144 ext. 1.

Personal Information

Name _____ Date _____

Home Address _____

Company Name _____

Address _____ City _____ State _____ Zip _____

Phone Number _____ Email Address _____

Professional Information - Please attach a recent resume in addition to the below information.

Position _____ Three sentence description of your responsibilities:

_____

_____

_____

Current Leadership Responsibilities (Including work, community, faith-based organizations, etc)

_____

_____

_____

Prior Training in Leadership and Management Skills (Include description and length)

_____

_____

_____

Please list any conflicts that may preclude you from completing all the requirements of this program or attending the scheduled training events, mentoring sessions, culmination project activities, and other scheduled events as described in this brochure.

_____

_____

_____

Please attach a brief essay describing your personal goals for participating in the PENC Leadership Institute.

I have attached the following: ☐ **Resume** ☐ **Personal Goals Essay** ☐ **2 letters of Recommendation** ☐ **Proof of Employer Support**

I understand the requirements of this program as outlined in this brochure and wish to be selected for participation in the 2012-2013 Leadership Institute. I am committed to taking full ownership for my self-development.

Signature: _____ ***Date:*** _____