

About the Program

This program develops high-performing employees in GS 12-14 and equivalent positions by preparing them to fulfill current and impending demands as frontline leaders. Rather than targeting technical supervisory skills, which are addressed through mandatory NIH Supervisory Training, the program provides employees with individual leadership skills and knowledge that will aid them in leading from both supervisory and non-supervisory positions. This, in turn, enables NIH to achieve its scientific and administrative goals.

Program Format

The MLP consists of two phases:

- 1) Phase 1 - Leadership Learning, duration 6 months
- 2) Phase 2 - Continuous Learning, duration 6 months

The goal of the Leadership Learning phase is to build self-awareness and enhance how to effectively work with others. In order to carry out this goal, the program includes multiple self-assessments that will give participants an overview of how others perceive them, insight into personality and leadership style, an understanding of their ability to be aware of and control emotions, and an understanding of different conflict management modes. This phase consists of an orientation and five 2-day monthly workshops. Participants particularly enjoy interacting face to face with employees from across the NIH from diverse backgrounds and occupations.

The Continuous Learning phase builds upon takeaways from the leadership learning phase. Topics focus on furthering leadership skills and the importance of ethical conduct. This phase is composed of five monthly 2-hour facilitator-led webinars and one hour of group work. Participants meet face to face in one location to observe webinars. After the webinars are completed, participants meet once more for a graduation workshop, the content of which will be determined by participants as designed to encourage continuous learning.

Participants are expected to attend all MLP sessions. After completing the program, participants will receive up to 70 continuous learning points (CLPs). The final number of CLPs received is determined by attendance.

NIH Mid-Level Leadership Program - Series 24 Overview

Session Topics and Logistics

Phase 1 – Leadership Learning

The leadership learning phase allows participants to engage in rich discussion that furthers their understanding of self and others. Below is a schedule of topics, dates, and workshop locations.

Orientation	Program Introduction	Apr. 15, 2016 9 am – 3 pm	Rockledge 6705 Rockledge Drive Classroom 4002 (RT1) Bethesda, MD 20892
Session 1 Leading Self	Transitioning into Supervisory Roles, Leadership Styles, Understanding Personality Types	May 11-12, 2016 8:30 am – 5 pm	Rockledge I 6705 Rockledge Drive Classroom 4002 (RT1) Bethesda, MD 20892
Session 2 Leading Self II	Emotional Intelligence, Time Management, Delegation	Jun. 8-9, 2016 8:30 am – 5 pm	Rockledge II 6701 Rockledge Drive Classroom 9100/9104 Bethesda, MD 20892
Session 3 Working with Others	Giving and Receiving Feedback, Conflict Management, Negotiation and Persuasion	Jul. 11-12, 2016 8:30 am – 5 pm	Rockledge II 6701 Rockledge Drive Classroom 9100/9104 Bethesda, MD 20892
Session 4 Working with Others II	Coaching, Collaboration, Motivation, Diversity and Inclusion	Aug. 8-9, 2016 8:30 am – 5 pm	Rockledge II 6701 Rockledge Drive Classroom 9100/9104 Bethesda, MD 20892
Session 5 Key Business Acumen	Analysis and Problem Solving, Strategic Thinking, Managing Change	Sept. 15-16, 2016 8:30 am – 5 pm	Neuroscience Center 6001 Executive Blvd Classroom C Bethesda, MD 20852

Session Topics and Logistics, cont'd

Phase II – Continuous Learning

The continuous learning phase is designed to build upon the learning from the leadership learning phase. Participants will choose the topics they would like to explore more, and view the webinars together. Past topics include but are not limited to the following:

- Effective mentoring
- Influencing others
- Leading without authority
- Why good leaders fail
- Effective teleworking

Below is a schedule of dates and webinar delivery locations.

Webinar 1	Oct. 24, 2016 9 am – 12 pm	Rockledge I 6705 Rockledge Drive, Classroom 4002 (RT1) Bethesda, MD 20892
Webinar 2	Nov. 21, 2016 9 am – 12 pm	NIH Main Campus Natcher Building Classroom NT1 Bethesda, MD 20892
Webinar 3	Dec. 19, 2016 9 am – 12 pm	NIH Main Campus Natcher Building Classroom NT1 Bethesda, MD 20892
Webinar 4	Jan. 23, 2017 9 am – 12 pm	NIH Main Campus Natcher Building Classroom NT1 Bethesda, MD 20892
Webinar 5	Feb. 27, 2017 9 am – 12 pm	NIH Main Campus Natcher Building Classroom NT1 Bethesda, MD 20892

Graduation Workshop

This is not your typical graduation event. Participants determine the topic they want to cover in their final session, identify participants' strengths, and share lessons learned. The graduation workshop is designed to promote continuous learning. The learning does not stop at the end of the program.

Continuing the Leadership Learning	Mar. 24, 2017 9 am – 3 pm	Rockledge I 6705 Rockledge Drive, Classroom 4002 (RT1) Bethesda, MD 20892
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Use this page to write notes or questions you may have about the program. Program related questions should be forwarded to NIH Training Center Program Manager, Derrick Prather, pratherd@mail.nih.gov or 301-402-1129.

Notes