ASPIRE: Cultivating a Leadership Mindset
Learning Experience Information Packet and Application

Leadership is action not position.
PROGRAM INFORMATION

The ASPIRE Leadership Learning Experience develops individual contributors who desire to further cultivate a leadership mindset. This learning experience is designed to help participants learn to lead from where they are.

LEARNING EXPERIENCE DESIGN

The program will create the conditions for participants to develop and learn fundamental leadership skills. You will work within groups of participants representing different departments across the Institute.

This experience will engage participants in online training modules, in-person discussion, based on collaborative action inquiry on relevant case studies.

The experience is intended for people who do not currently manage others but desire to gain the skills necessary to develop a people leading mindset. Though you are not currently managing people, you desire to do so in the future.

PARTICIPANTS WILL COMPLETE SIX ONLINE LEARNING MODULES AND SIX IN-PERSON WORKSHOPS WITH THEIR ASSIGNED COHORTS. THE PROGRAM WILL LAST SIX MONTHS.
PARTICIPATION REQUIREMENTS

In order to participate in this program, candidates must meet these requirements:

1. Supervisor’s approval and support. Please note that your immediate supervisor must also attend the kick-off session on September 9.
2. Can commit the time to complete the program requirements and be available on the dates provided in this document.
3. Are individual contributors.
4. Are full-time employees.

ELIGIBLE PARTICIPANTS

Any full-time Georgia Tech employee in an individual contributor role. Eligible participants should also be in good standing in terms of performance with no disciplinary issues in the last six months.
APPLICATION PROCESS

THE DEADLINE TO APPLY IS AUGUST 16, 2019.

Interested participants must apply to the program and be selected to attend.

Send the completed application, along with your current resume, to training@ohr.gatech.edu or send the completed application through interoffice mail to mailstop 0207.

Completed applications and resumes must be received no later than Aug 16, 2019, by 5:00 p.m.

PARTICIPATION SELECTION

All applicants will be notified by August 30, 2019. The selection committee will review all completed applications and select participants for the learning experience based on meeting all requirements.

Applicants are advised to reserve the dates listed in the Important Dates section.

PROGRAM COST

There is no cost for this program.

However, there will be a charge of $750 if participants drop out of the program once they have started.
# Important Dates

Once admitted, **Attendance is Required.** Review the following dates prior to submitting your application to ensure your ability to commit to the program.

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td><strong>Application Deadline</strong></td>
<td>August 16, 2019</td>
<td>By 5:00 P.M.</td>
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<tr>
<td><strong>Participant Notification</strong></td>
<td>August 30, 2019</td>
<td>By 5:00 P.M.</td>
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<tr>
<td><strong>Aspire Kick-Off Session</strong></td>
<td>September 9, 2019</td>
<td>10 A.M. to 12 P.M.</td>
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<tr>
<td>Required In-Person Session</td>
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<td>Your Supervisor Must Also Attend</td>
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<tr>
<td><strong>Complete Modules 1 and 2</strong></td>
<td>Complete Online Modules Before Attending Next In-Person Session</td>
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<td><strong>Collaborate Approach</strong></td>
<td>September 23, 2019</td>
<td>9 A.M. to 4 P.M.</td>
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<tr>
<td>Required In-Person Session</td>
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<td><strong>Complete Module 3</strong></td>
<td>Complete Online Modules Before Attending Next In-Person Session</td>
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<td><strong>Compete Approach</strong></td>
<td>October 7, 2019</td>
<td>9 A.M. to 4 P.M.</td>
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<td>Required In-Person Session</td>
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<td><strong>Complete Module 4</strong></td>
<td>Complete Online Modules Before Attending Next In-Person Session</td>
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<td><strong>Control Approach</strong></td>
<td>October 21, 2019</td>
<td>9 A.M. to 4 P.M.</td>
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<td>Required In-Person Session</td>
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<td><strong>Complete Module 5</strong></td>
<td>Complete Online Modules Before Attending Next In-Person Session</td>
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<tr>
<td><strong>Create Approach</strong></td>
<td>November 19, 2019</td>
<td>9 A.M. to 4 P.M.</td>
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<td>Required In-Person Session</td>
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<td><strong>Complete Module 6</strong></td>
<td>Complete Online Modules Before Attending Next In-Person Session</td>
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<tr>
<td><strong>Aspire Closing Session</strong></td>
<td>December 3, 2019</td>
<td>9 A.M. to 12 P.M.</td>
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<td>Required In-Person Session</td>
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APPLICATION FORM

Submit completed application by August 16, 2019. Print and fill out.

PERSONAL INFORMATION

NAME

TITLE

DEPARTMENT

PHONE

NAME OF DIRECT SUPERVISOR

Please answer each of the following (limit response to 250 words for each):

How do you define a leadership mindset?
APPLICATION FORM

SUBMIT COMPLETED APPLICATION BY AUGUST 16, 2019.

WHY DO YOU WANT TO BE PART OF THE PROGRAM? WHAT ARE YOU HOPING TO GAIN FROM THE EXPERIENCE?

PARTICIPANT COMMITMENT

TO BE CONSIDERED FOR THE PROGRAM, YOU MUST AGREE TO THE FOLLOWING:

I HAVE REVIEWED THE DATES AND POLICIES OUTLINED IN THIS DOCUMENT AND HAVE DETERMINED THAT I CAN COMMIT TO THE TIME REQUIRED TO COMPLETE THE PROGRAM.

I UNDERSTAND THAT I MUST ATTEND ALL REQUIRED INSTRUCTOR-LED COURSES AND COMPLETE THE ONLINE LEARNING TUTORIALS OR MY DEPARTMENT WILL BE CHARGED A FEE OF $750.

SIGNATURE:  
DATE:
APPLICATION FORM

SUPERVISOR AGREEMENT

PLEASE READ THE FOLLOWING AND SIGN AND DATE TO INDICATE YOUR AGREEMENT:

I HAVE DISCUSSED THE TIME COMMITMENT REQUIRED FOR THE PARTICIPANT TO COMPLETE THE PROGRAM. I WILL SUPPORT MY DIRECT REPORT IN MEETING ALL THE REQUIREMENTS FOR SUCCESSFUL COMPLETION.

I ALSO AGREE TO ATTEND ONE OF THE INSTRUCTOR-LED MEETINGS WITH MY DIRECT REPORT.

I UNDERSTAND THAT MY DIRECT REPORT MUST ATTEND ALL REQUIRED INSTRUCTOR-LED COURSES AND COMPLETE THE ONLINE LEARNING TUTORIALS OR MY DEPARTMENT WILL BE CHARGED A FEE OF $750.

SIGNATURE: ___________________________ DATE: ___________________________

Send the completed application, along with your current resume, to training@ohr.gatech.edu or send through interoffice to mailstop 0207.

Completed applications and resumes must be received no later than August 16, 2019, 5:00 p.m.