

CITY Leaders Learning Journey

The following are the key institute components. A complete institute calendar is provided from page 2 to 4.

Opening Retreat

Team building is an essential part of group coherence if a true and authentic peer learning is expected to take place. The retreat provides the group an opportunity to develop friendships rather than merely acquaintances. The opening retreat experience the first module on Understanding Leadership and Embracing Diversity/Inclusion.

Educational Sessions

The certificate requires each participant to complete **8 mandatory core modules** and **3 out of 4 elective modules** in order to graduate. Modules are offered using a combination of in-class education, hands-on experience and case studies to deliver a quality learning experience by CITY Leader instructors who have extensive experience working in the community and social service

CITY Leaders Online

An online platform is available exclusively to all participants to offer a space for discussions, material dissemination, case studies and networking opportunities among participants, instructors, staff and mentors. The forum will also serve as an ongoing evaluation tool for the institute in general.

Mentoring

Part of the participants' journey is matching each with a mentor who has experience and knowledge in a certain field or domain. A mentor will commit for the duration of 6 months to support the leadership journey of an emerging young leader, helping them build a network of professional relationships, obtaining additional perspective and advancing their careers.

Applied Learning (CITY Leader Projects)

For learning to be grounded in applicable approach, a practice needs to be in place to translate theories and discussions into social change action. Before graduating each participant will work in a group to complete a CITY Leaders project which provides an opportunity for the young leaders to work on issues of importance to the sector and the community

Closing Retreat

The closing retreat will provide participants with an opportunity to reflect on their CITY Leaders learning journey and to fine-tune their project presentations for the graduation ceremony. It also offers an opportunity for participants to celebrate their group journey with their peers, instructors and mentors.

INSTITUTE CALENDAR – JANUARY TO JULY 2010

What	Objective	CITY Leaders in the neighbourhoods	CITY Leaders in the sector
<p>Orientation At the orientation session, participants will meet the rest of their group with whom they will be sharing the CITY Leaders journey over the next 8 months. Participants will gain a greater understanding of expectations and their role as a participant in CITY Leaders.</p>		<p>Tuesday, Jan. 5th 4:00 – 7:00 p.m.</p>	<p>Wednesday, Jan. 6th 4:00 – 7:00 p.m.</p>
<p>OPENING RETREAT</p> <p>Module 1: Understanding Leadership and Embracing Diversity/Inclusion Participants will explore the concept of leadership and self- leadership while exploring their personal identity and what impact that has on who they are a leader. Participants will also learn a variety of approaches to diversity and authentic inclusion, while identifying methods applicable to a workplace environment.</p>		<p>Friday, Jan. 8th & Saturday, Jan. 9th</p>	<p>Friday, Jan. 15th & Saturday, Jan. 16th</p>
<p>Module 2: Leadership Styles & Creative Approaches to Problem Solving The module will strengthen participants’ understanding of one’s problem-solving style(s) and ways to utilize this to manage one self and other relationships and effectively influence and lead change. The session will help participants identify tools to strengthen their ability to move from idea into action, while understanding what strategies will be effective in responding to new opportunities.</p>		<p>Friday, Jan. 22nd 4:00 – 7:00 p.m. & Saturday, Jan.23rd 9:00 a.m. – 5:00 p.m.</p>	<p>Wednesday, Jan. 20th 4:00 – 7:00 p.m. & Thursday, Jan.21st 9:00 a.m. – 5:00 p.m.</p>
<p>Module 3: Conflict Resolution and Negotiation Through this session, participants will learn more on how to embrace conflict as an opportunity to grow through practicing conflict resolution methods that will assist in effectively and efficiently de-escalating and managing conflict. Participants will get an opportunity to deepen their understanding on negotiation skills, techniques and means to facilitate communication that ensure a win/win solution.</p>		<p>Saturday, Feb.6th 9:00 a.m. – 5:00 p.m.</p>	<p>Thursday, Feb.11th 9:00 a.m. – 5:00 p.m.</p>

<p>Module 4: Project Management and Collaboration</p> <p>This module will be an interactive discussion that will emphasize the importance of understanding teams as a vehicle for change in organizations and communities. In this module, participants will learn more about how to work effectively in groups and understand the roles of leadership independently, and in a group.</p>	<p>Saturday, Feb.20th 9:00 a.m. – 5:00 p.m.</p>	<p>Thursday, Feb.25th 9:00 a.m. – 5:00 p.m.</p>
<p>Module 5: Program Planning and Evaluation</p> <p>This module will introduce participants to the basics of evaluation within the context of program planning. Participants will learn about logic models, evaluation frameworks and plans. They will also develop an understanding of the different types of evaluation and appreciate the role of evaluative thinking.</p>	<p>Saturday, Mar.6th 9:00 a.m. – 5:00 p.m.</p>	<p>Thursday, Mar.11th 9:00 a.m. – 5:00 p.m.</p>
<p>Module 6: Context of Leadership - Changing Communities & Organizations</p> <p>Participants will have an opportunity to learn about the issues and challenges of changing communities, neighbourhoods and organizations, with a lens on the demographic shift, New Canadians and Aboriginal communities. They will also explore the implications of the racialization of poverty on communities in Toronto.</p>	<p>Saturday, Mar.20th 9:00 a.m. – 5:00 p.m.</p>	<p>Thursday, Mar.25th 9:00 a.m. – 5:00 p.m.</p>
<p>Module 7: The Context of Leadership – Cultural Fluency & Competence</p> <p>In this module, participants will explore and develop skills in cultural fluency and competence applicable to understanding and managing critical issues in organizations, neighbourhoods and communities.</p>	<p>Saturday, Apr.10th 9:00 a.m. – 1:00 p.m.</p>	<p>Thursday, Apr.15th 4:00 – 8:00 p.m.</p>
<p>Module 8: Governance</p> <p>During this module participants will learn more about organizational systems, governance, and the role of the board of directors and explore alternative forms of governance. This module will enhance participants' understanding of different levels of government and how to navigate government systems. Participants will also learn more about working with agencies and organizations in the community such as social movements, aboriginal groups, etc.</p>	<p>Saturday, Apr.24th 9:00 a.m. – 5:00 p.m.</p>	<p>Thursday, Apr.29th 9:00 a.m. – 5:00 p.m.</p>

<p>Project Consultation This session will provide participants with an opportunity to review their CITY Leaders project plan and work done so far. During the session participants will be able to discuss issues and challenges and CITY Leader staff will be able to provide support where needed.</p>	<p>Friday, May 7th 4:00 – 7:00 p.m.</p>	<p>Thursday, May 13th 4:00 – 7:00 p.m.</p>
<p>ELECTIVE MODULES</p>	<p>The following is a list some of the modules available as electives to participants, and are subject to enrolment limitations. Topics may slightly vary based on the needs of each cohort.</p>	
<p>Module 1: Financial Management This module will support participants to develop skills in the areas of project and organizational budgets and learn systems for program spending, invoicing, and petty cash management. It will strengthen participants' ability to use budgets and tools to help keep finances in order.</p>	<p>Thursday, May 20th 4:00 – 7:00 p.m.</p>	<p>Wednesday, May 26th 4:00 – 7:00 p.m.</p>
<p>Module 2: Fundraising This interactive session will help participants understand basic steps involved in developing fundraising plans and will introduce them to different tools to fundraise for social change. Participants will learn more about fundraising small amounts and tips for successful fundraising.</p>	<p>Friday, May 21th 4:00 – 7:00 p.m.</p>	<p>Thursday, May 27th 4:00 – 7:00 p.m.</p>
<p>Module 3: Technology for Social Change This module will introduce technology tools that can be leveraged to assist social programs and will offer participants an opportunity to practice using each tool and discussing how each tool could be used to benefit their work.</p>	<p>Thursday, June 3rd 4:00 – 7:00 p.m.</p>	<p>Wednesday, June 9th 4:00 – 7:00 p.m.</p>
<p>Module 4: Effective Media Relations In this module, participants will learning how to tailor their issues to the distinct needs of the audience at hand and how to develop key messages, to help establish reputation in the media, and with the public at large.</p>	<p>Friday, June 4th 4:00 – 7:00 p.m.</p>	<p>Thursday, June 10th 4:00 – 7:00 p.m.</p>
<p>Focus Group All participants must attend a final focus group where they will get an opportunity to share their learning experience with CITY Leaders and identify areas for improvement.</p>	<p>Friday, June 25th 4:00 – 7:00 p.m.</p>	<p>Thursday, June 24th 4:00 – 7:00 p.m.</p>
<p>CLOSING RETREAT</p>	<p>Saturday, July 17th 9:00 a.m. – 5:00 p.m.</p>	<p>Thursday, July 15th 9:00 a.m. – 5:00 p.m.</p>
<p>GRADUATION Upon successful completion of CITY Leaders, participants will receive a certificate of leadership at a graduation ceremony held in the presence of their peers, family, instructors and mentors. On this day, they are also required to present their final CITY Leader projects.</p>	<p>Tuesday, July 27th Location and time TBD</p>	