Program Requirements:
• Program begins with Introduction to Management
• Program ends with Capstone
• To be completed within a 2 year period
• Two peer coaching modules completed per term: (Term 1: September - December || Term 2: January to May)

Workload expectations:
• In session time (36 hours out of office)
• 90 minutes of peer coaching per term
• Culminating presentation during capstone, participants will be assessed based on demonstration of learning through presentation of learning portfolio

Learning portfolio:
• Created in session during program orientation, learning portfolio consists of self-identified learning goals
• Learning portfolio will be updated after each completed session
• Learning portfolios are the focus of peer coaching sessions, you will practice coaching others as well as receive coaching focused on self-identified learning goals

Final presentation of learning portfolio:
10-15 minute presentation of your learning goals, focusing on your developmental journey highlighting:
• Your Goals
• Strategies implemented and progress towards goals
• Lessons learned
• Future goals

Participants will complete the program based on ability to demonstrate engagement in peer coaching, effort in trying new strategies learned in program, and thoughtful reflection of successes/lessons learned.

I am able to meet the requirements and expectations of the program:

____________________________
signature