2024 AALL Leadership Academy
Agenda
April 9 – 10, 2024

Tuesday, April 9

8:00 a.m.  Continental Breakfast
8:30 a.m.  Welcome & Introductions
9:00 a.m.  Role of the Leader - Change & Communication
           What is the role of a leader vs. manager in your organization and more specifically in your department? How are the organization’s Vision, Mission, and Values living in your area of responsibility? How do you build and maintain trust within your team?
10:30 a.m. Break
10:45 a.m. Recruitment & Retention
           Do you know what combination of knowledge, skills, and characteristics are necessary for success in your area of responsibility, including both technical and behavioral components of performance? What is your compensation philosophy and how was it determined? Where are you looking for qualified candidates and how do you plan on retaining them?
12:15 p.m. Lunch
1:15 p.m.  Performance Management
           The fastest way to higher performance is by clearly defining and confirming expectations. Do you have agreement on what you can expect from your team members and what they can expect from you? How will success be measured and are you effectively recognizing both high and low performance?
2:15 p.m.  Networking, Community & Peer Learning
           What is the value of spending time with peers outside of your organization? How is mentorship supported in your organization? Do you have a place where you can confidentially ask for shared experiences in support of your individual success?
3:00 p.m.  Break
3:15 p.m. **AALL Leaders Panel**
AALL volunteer leaders will talk and answer questions about volunteer and leadership opportunities within AALL.

4:15 p.m. **End of Day One / Leadership Libations: Networking & Nibbles**
Informal attendee cocktail hour at Franklin Tap which is a 6 minute (0.3 mile) walk from AALL Headquarters (participation is voluntary).
Franklin Tap
325 S. Franklin St.
Chicago, IL 60606

**Wednesday, April 10**

8:00 a.m. **Continental Breakfast**

8:30 a.m. **High Performance Team Development**
Is team performance important in your organization? Why? Do members trust one another? Is productive conflict encouraged? Are team members committed to agreed upon actions? Does each member hold themselves accountable to one another?

10:15 a.m. **Break**

10:30 a.m. **Time Management**
Are you efficiently meeting the expectations of your role through effective prioritization and decision-making? Is time spent in meetings productive and in clear support of agreed upon objectives?

12:00 p.m. **Lunch**

1:00 p.m. **Culture: Individual, Departmental & Organizational**
How do tasks get completed in these different contexts and are they aligned? What are the underlying behaviors and values that guide relationships and performance? What can stakeholders count on day-in and day-out? How are you providing for the physical, intellectual, and emotional needs of your employees? What is diversity, equity, and inclusion and how does it present itself in your department?

2:45 p.m. **Wrap-up & Concluding Thoughts**

*All participants will also receive a reference list of resources.*