NAME

ROLE

UNIT

EMAIL

PHONE

UMNET ID

APPLICATION DATE

Program Requirements:
- Program begins with Introduction to Management and ends with capstone presentation
- Program is to be completed within a 2 year period from the date of the first class
- Two peer coaching sessions completed per term (Term 1: September - December || Term 2: January to May) with no less than four sessions completed in total

Workload expectations:
- In session time (39 hours out of office plus learning portfolio reflection)
- 90 minutes minimum of peer coaching per term
- Participants will complete a capstone presentation, where they will be assessed based on demonstration of learning through presentation of learning portfolio
- Learning portfolio is completed in UM Learn prior to capstone

Learning portfolio:
- Created in session during program orientation, learning portfolio consists of self-identified learning goals
- Portfolio will highlight self-identified developmental goals, strategies to achieve goals, lessons learned, and future plans/considerations
- Participants will update learning portfolio after each completed session based on Intro session coaching and peer coaching sessions
- 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 your learning portfolio includes a 10-15 minute presentation of your learning goals, focusing on your developmental journey highlighting:
  - Your goals, including 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

University of Manitoba  Learning and Organizational Development