

AUDIENCE EMERGING LEADERS (GS-7 TO GS-11)	TUITION \$3,500	LOCATION VIRTUAL	DURATION 5 MONTHS (10 DAYS IN SESSION)
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Preparing to Lead

APPLICATION DEADLINE: **DECEMBER 29, 2023 AT 5 P.M. ET**

Preparing to Lead is a professional development program for federal employees interested in pursuing leadership opportunities within their agencies. Structured around the four core competencies of the Public Service Leadership Model, participants in the program will develop skills and strategies for improved self-awareness and increased ability to lead change, achieve results and engage others.

Our government needs innovative solutions and guidance from strong, capable leaders. Through the Preparing to Lead program, participants will develop the skills needed to meet those needs and lead their teams to effectively achieve their missions. Whether joining us from homeland security or human resources, participants end the program with a clear direction in their personal leadership journey.

WINTER 2024 PROGRAM DATES

VIRTUAL PROGRAM ORIENTATION

January 24, 2024 at 1–3 p.m. ET

KICKOFF: DEVELOPING EMOTIONAL INTELLIGENCE

January 31–February 1, 2024 at 1–5 p.m. ET

COMMUNICATING WITH CLARITY

February 14, 2024 at 2–5 p.m. ET

COLLABORATING EFFECTIVELY

March 6, 2024 at 2–5 p.m. ET

BUILDING ADAPTABILITY

March 27, 2024 at 2–5 p.m. ET

IMPROVING CUSTOMER EXPERIENCE

April 17, 2024 at 2–5 p.m. ET

NAVIGATING STRUCTURES

May 1, 2024 at 2–5 p.m. ET

PURSUING INNOVATIVE SOLUTIONS

May 15, 2024 at 2–5 p.m. ET

SYNTHESIS AND REFLECTION

June 5, 2024 at 2–5 p.m. ET



WHO SHOULD APPLY

The Preparing to Lead program is designed for emerging leaders, first-time project leads, aspiring supervisors, team or work group members and those who are developing skills outside of a technical expertise (typically GS-7 to GS-11).



HOW TO APPLY

Applications must include your personal information, professional experience and objectives, and an up-to-date resume. You do not need to complete the application in one session. You can save it and return to it later.



COST

Tuition is \$3,500 and includes:

- All program facilitation
- Course materials (e.g. articles and recordings)
- Online collaboration tools
- Access to the Partnership's resources, expertise and networks



LOCATION

The Preparing to Lead program will kick off over two days (1–5 p.m. ET) and will be followed by semimonthly sessions (2–5 p.m. ET). All virtual sessions of the Preparing to Lead program will take place over the Zoom for Government platform. Please speak with your office IT team to ensure you will be granted access to Zoom while enrolled in the program.



TIME COMMITMENT

The program requires a commitment of 78 hours across 20 weeks and includes live virtual sessions, program coursework and a team project. Participants are expected to actively participate in our live sessions and to complete their coursework and team projects outside of our designated session hours. Prior to applying to the program, please review the program schedule and confirm your availability for all sessions. Exceptions for attendance are made for family and work-related emergencies.

Once accepted into the program, each participant will be assigned to a cohort led by a program facilitator and program coordinator.

To prepare participants for the program and review all technology requirements, the Preparing to Lead team will host a virtual orientation session on January 24 from 1–3 p.m. ET.

The Partnership for Public Service is a nonprofit, nonpartisan organization that believes good government starts with good people. We help government serve the needs of all Americans by strengthening the civil service and the systems that support it. With our focus on innovation in public service, our leadership trainings and seminars are uniquely designed for federal employees.