About the Program

This 8-month program develops high-performing employees in GS 12-14 and equivalent positions by preparing them to fulfill current and impending demands as frontline leaders. Rather than targeting technical supervisory skills, which are addressed through mandatory NIH Supervisory Training, the program provides employees with individual leadership skills and knowledge that will aid them in leading from both supervisory and non-supervisory positions. This, in turn, enables NIH to achieve its scientific and administrative goals. The program includes seven sessions outlined below. Participants can receive up to 89 CLPs for attending all seven sessions.

Session Topics

Session 1 Orientation (1 day, 5 CLPs)
- Program Introduction

Session 2 Leading Self I (2 days, 14 CLPs)
- Transitioning into Supervisory Roles
- Leadership Styles
- Understanding Personality Types

Session 3 Leading Self II (2 days, 14 CLPs)
- Emotional Intelligence
- Time Management
- Delegation

Session 4 Working with Others I (2 days, 14 CLPs)
- Giving and Receiving Feedback
- Conflict Management
- Negotiation and Persuasion

Session 5 Working with Others II (2 days, 14 CLPs)
- Motivation
- Innovation
- Diversity and Inclusion
- Coaching

Session 6 Key Business Acumen (2 days, 14 CLPs)
- Analysis and Problem Solving
- Strategic Thinking
- Managing Change

Session 7 Applied Learning & Graduation (2 days, 14 CLPs)
- Leading without Authority and Influencing Upwards
- Breaking Down Internal/External Silos
- Why Good Leaders Fail
- Imposter Syndrome