

**CEELO Leadership Academy**

**LEADERSHIP AND EFFECTIVE COMMUNICATIONS**

**TRAVEL AGENDA**

**November, 6-8 2018**

1025 Thomas Jefferson Street, NW, Suite 700W, Washington, DC 20007

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| TIME | DAY 1 – Half-Day (2:00- Evening) | DAY 2 – Full Day (8:30am – 5pm) | DAY 3 – Full Day (8:30 – 4pm) |
|  |  | **Breakfast** | **Breakfast** |
| Early Morning |  | * Welcome and Introductions * Discussion – Communications Survey Review * Strategic Communications | * Framing and Pivoting |
| Break |  | Break | Break |
| Late Morning |  | * Relationship Mapping | * Storytelling Theory and Practice |
| LUNCH |  | Lunch | Lunch w/ Coaches (1 hour) |
| 2:00 | * HARD START \_CHECK-IN * Review of Webinar and Previous Meetings | * Messaging | * Effective Meeting Strategies |
| Break |  | Break | Break |
| Afternoon | * Coaching-time with mentor-groups * Coaching-time with individual fellows * CHECK-OUT | * Challenging Communications | * Developing Communications Action Commitments |
| Evening Activities | **GROUP DINNER** | **GROUP DINNER AND ACTIVITY** | **CHECK OUT AT 4:00 PM SHARP** |