



CEELO Leadership Academy
LEADERSHIP AND EFFECTIVE COMMUNICATIONS
AND FINAL PRESENTATIONS

TRAVEL AGENDA

September 17-19, 2019

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

TIME	DAY 1 – TUES - 11:00sm - Evening	DAY 2 – WED - Full Day (8:30am – 5pm)	DAY 3 – THURS - Full Day (8:30 – 4pm)
		Breakfast	Breakfast
Early AM		<ul style="list-style-type: none"> Welcome and Check-in Faming and Pivoting 	<ul style="list-style-type: none"> Check-in Fellow Presentation Fellow Presentation
Break		Break	Break
MID AM	<ul style="list-style-type: none"> 11:00am HARD START – Check-in – Review Findings from Communications Survey and Webinar Content 	<ul style="list-style-type: none"> Storytelling Theory and Practice Equity, Equality, & Bias 	<ul style="list-style-type: none"> Fellow Presentation Fellow Presentation
12:00	<ul style="list-style-type: none"> Working Lunch 	<ul style="list-style-type: none"> Working Lunch 	<ul style="list-style-type: none"> Working Lunch Policy Panel
Early PM	<ul style="list-style-type: none"> Relationship Mapping Realities of Personalities 	<ul style="list-style-type: none"> Effective Meeting Strategies 	<ul style="list-style-type: none"> Fellow Presentation Fellow Presentation
Break		Break	Break
Late PM	<ul style="list-style-type: none"> Managing Up, Down, Sideways Messaging Challenging Communications 	<ul style="list-style-type: none"> Developing Communications Action Commitments 	<ul style="list-style-type: none"> Fellow Presentation Fellow Presentation CELEBRATION and NEXT STEPS and Final Checkout
Evening Activities	FELLOWS DINNER	FULL GROUP DINNER	4:00 HARD STOP AND ADJOURN