

Virtual Middle Management Academy 2021 Description

The new virtual Middle Management Academy (MMA) builds upon the best, most enduring aspects from 20 years of the in-person MMA, yet is fully reimagined for an engaging virtual learning experience.

Virtual MMA Purpose

- Rejuvenation
- New Tools
- Confidence that *I've Got This*
- Community in the Moment

Virtual MMA Objectives

- Learn, explore, and apply qualities of great supervision and management to improve employee engagement and successful performance.
- Build management confidence through self and group reflection, discussion, and learning.
- Improve management competence through exercises and reflection.

Virtual MMA Format

- Cohort model
- Combination of self-paced individual and group work, live virtual gatherings.
- 4-week duration
- **Each week includes total 8.5 hours of work for each participant:**
 - 4.5 self-paced work
 - 5 hours live gathering, including breaks
- 38 total hours of content:
 - 18 hours of self-paced work, individual and small group, multi-media, experiential self-reflection, and exercises/games
 - 20 hours live gatherings
 - Slack, WhatsApp, or Microsoft Teams informal connection during the month
- All live gatherings will include breaks.



MIDDLE MANAGEMENT ACADEMY

- Participants will form groups and prepare final group presentations recommending ways to carry learnings forward after the MMA. Work on this project is included in both the estimated self-paced and live gathering times. Groups will present during the last live virtual gathering.
- **Executive teams are invited to hear group presentations; this usually begins 90 minutes before the end of the last session.**
- Materials:
 - Digital MMA Manual, including content and exercises
 - Digital MMA powerpoint
 - MBTI reports
 - Certificates
 - Evaluation
- Required Tech
 - Access to Dropbox for participants to access all materials
 - Zoom for live gatherings
 - Slack, WhatsApp or Teams

Virtual MMA Content Overview

The new MMA will provide content and experiential learning in the following categories:

Week 1 -- Knowing Myself and Working Well with Others:

- 4.5 hours self-paced work
- 5 hours live gathering
- Topics:
 - Middle Management Academy introduction and what to expect
 - Myers-Briggs Type Indicator to improve individual and team performance
 - Strengths-based management
 - Values we bring and express
 - Trauma-informed, resilient-oriented supervision
 - Self-care as a management imperative
 - Introduction to final group project

Week 2 -- Employee and Workforce Engagement:

- 4.5 hours self-paced work



MIDDLE MANAGEMENT ACADEMY

- 5 hours live gathering
- Topics:
 - Roles of management
 - Qualities of great staff
 - Qualities of great supervisors and managers
 - Setting expectations
 - Successful feedback and accountability
 - Choose group, topic, purpose for final presentations

Week 3 -- Practical Management Skills and Tools:

- 4.5 hours self-paced work
- 5 hours live gathering
- Topics:
 - Diversity, equity, inclusion, multiculturalism
 - Change management
 - Healthy conflict
 - Groups define objectives and activities for final presentations

Week 4 -- Teams and Trust:

- 4.5 hours self-paced work
- 5 hours live gathering
- Topics:
 - Strong teams
 - Trust
 - Groups define timelines, budget, and evaluation for final presentations
 - Group presentations (each presentation 10-15 minutes; total time 60-75 minutes); **executive team is invited and encouraged to attend.**
 - Closing.