

Lunchtime is a great time to discuss your workforce!

Conversations are lunchtime meetings held at DHR to share ideas and problem-solve ways to begin or increase your workforce and succession planning efforts. While the meetings are informal, it's an opportunity to discuss the topics with others interested in these topics.



Leadership Development *Conversations* Schedule

Department of Human Resources ■ City & County of San Francisco

Topics	Dates
Creating Leadership Development Plans	11/5/09 & 11/18/09
Creating a Culture of Participation	12/10/09 & 12/16/09
Coaching and Building Trust/ Communication	1/14/10 & 1/26/10
Systems Thinking to Enhance Leadership	2/11/10 & 2/23/10
Leadership Competencies	3/11/10 & 3/17/10
Managing Change - Role of the Leader	4/7/10 & 4/13/10
Learning Agility vs. Technical Expertise in Leadership	5/5/10 & 5/11/10
Using Special Projects to Build Leadership	6/3/10 & 6/9/10

Department of Human Resources

**Workforce Development
Division**

One South Van Ness
Avenue, 4th Floor
San Francisco, CA 94103

Creating Leadership Development Plans

11/5/09 and 11/18/09

Discuss talking to your staff about their careers, short-term plans in your department, and long-term plans with the City. Do you already do this? Why is it important? When the economy picks up, will your staff stick around?

Creating a Culture of Participation

12/10 and 12/16/09

How can you re-engage staff? How can you engage newer staff to be active in the workplace? How can you tap their energy and creativity? Are you doing this already? Come share.

Coaching and Building Trust/Communication

1/14/10 and 1/26/10

Ever considered that a leader's sphere of influence can be much broader when the leader doesn't have to micromanage others? Can you practice providing unconditional constructive communication or reduce redundant layers of management oversight and decision making. How can you build this?

Systems Thinking to Enhance Leadership

2/11/10 and 2/23/10

We'll discuss the concept of systems thinking, when the component parts of a system can best be understood in the context of relationships with each other and with other systems, rather than in isolation, to enhance decision-making as a leader.

Leadership Competencies

3/11/10 and 3/17/10

Research shows that teaching others, building good relationships, creating an environment of trust and respect, and managing change are some of the leadership competencies identified in successful leaders. Have you identified leadership qualities needed in your staff? Come and discuss.

Managing Change – Role of the Leader

4/7/10 & 4/13/10

Are workloads increasing? Have priorities changed? Has your team shrunk? How can you keep your team motivated with the changes that are taking place? What do you do when you don't have all the answers? Come discuss your role as leader and share advice.

Learning Agility vs. Technical Expertise in Leadership

5/5/10 & 5/11/10

How can you promote learning agility in your workgroup? Do you create an environment where making mistakes is seen as a means to learning? Does having technical expertise trump an eagerness to roll up your sleeve and learn? How does this play out in your department? Come share.

Using Special Projects to Build Leadership

6/3/10 & 6/9/10

With the addition of task forces or workgroups to solve a problem, can you use this short-term special project as a way to stretch your staff's skills in relationship building, reaching consensus, etc?

Join in on the conversation! Ever heard the saying, two heads are better than one? Bring your lunch or just yourself and spend an hour discussing these topics.

Trainings are held from
**12:15pm—1:15pm at:
Department of
Human Resources
One South Van Ness Ave.
4th Floor
San Francisco, CA 94103**

Please RSVP for this event and/or send suggestions for future *Conversations* to **María Ryan** at maria.ryan@sfgov.org