

## IPDP WorkshopTasks & Timeline

Time	Topic	Description
2:00 – 2:05	Welcome Mary	Welcome & remind Cabinet of last year's Interviews with each of them on the topic of their own professional development throughout their careers; Review our goal for today's time together; Ask each of them to answer the question 'name one quality that describes your leadership'
2:05 - 2:15	Slides 2 through 7 Kathy	Review SNAP
2:15 – 2:19	Slide 8 Kathy	Strategic alignment and the work of Goal Team 5
2:19 – 2:24	Slide 9 Mary	Strengths domain: participants match their strengths to the domain
2:24 – 2:26	Slides 10 and 11 Mary	Leverage strengths
2:26 – 2:28	Slide 12 Mary	Explain how to use Form on Success/Challenges
2:28 – 2:38	Slide 13 Mary	Individually complete Form for Reflection Question 1
2:38 – 2:48	Slide 14 Kathy	Individually complete Form for Reflection Question 2
2:48 – 2:58	Slide 15 Kathy	Individually complete Form for Reflection Question 3
2:58 – 3:08	Slide 16 Mary	Individually complete Form for Reflection Question 4
3:08 – 3:18	Slide 17 Mary	Individually complete Form for Reflection Question 5
3:18 – 3:23	Slide 18 Kathy	Identifying Goals
3:23 – 3:28	Slide 19 Kathy	Creating Objectives
3:28 – 3:29	Slide 20 Mary	Let's give it a try
3:29 – 3:39	Slide 21 and 22 Mary	Walk through example and have individuals try on their own to complete one Goal & Objective
3:39 – 3:41	Slide 23 Kathy	What's in it for us
3:41 – 3:45	Slides 24 and 25 Kathy	What's in it for you
3:45 – 3:49	Questions Kathy	
3:49 – 3:53	Evaluations Kathy	