

# U N I V E R S I T Y



## Welcome to the Management Academy

Archbright's 6-week cohort learning program is designed to develop effective workplace leaders and is powered by DDI (Development Dimensions International).

A cohort is a group of learners who pursue the same course of study at the same time—encouraging a more dynamic, collaborative, and supportive learning environment.

Enroll in Archbright's Management Academy, and you'll join a small group of peers (limited to 18) to complete six key leadership courses. The courses occur over a 6-week period and include prep work, ongoing action items, peer check-ins, and on-demand virtual reinforcement activities.

As you move through the curriculum with a consistent peer group, you share learning on a deeper level. This team-based format builds an invaluable skillset in today's workplace. You'll engage in enriching discussions with classmates who come from a diverse range of industries and professional roles.

At the end of the cohort program, you'll receive an Archbright Management Academy wall plaque.

### PROGRAM CONTENTS

- Pre-program reading assignment
- Prep work for each class (10-30 minutes/class)
- Six ½-day in-person classes
- Action items from each class
- Five peer phone check-ins, guided by questions from the instructor
- Email and phone support from the instructor between sessions
- Brief reinforcement activities sent 2-3 times/week accessible by computer, tablet, and smartphone

#### Location:

All classes will be held at Archbright's office at 5601 6th Ave S, Suite 400, Seattle, WA 98108.

#### Cost:

\$1,799.00 Gold member price  
\$2,056.00 Silver member price  
\$2,313.00 Bronze member price  
\$2,570.00 Non-member price

# MANAGEMENT ACADEMY COURSES

## Pre-Program Reading Assignment: Interaction Essentials<sup>SM</sup>

This reading assignment covers the Interaction Essentials leaders need to handle the variety of challenges and opportunities they encounter every day in the workplace. These are at the core of DDI's programs and solutions and are critical skills for program participants to communicate more effectively and spark action in others.

## In-Person Classes:

### Communicating for Leadership Success September 11, 8:30 am to 12:30 pm

This foundational course helps leaders communicate effectively so they can spark action in others. The course teaches leaders the interaction essentials they need to handle the variety of challenges and opportunities they encounter every day in the workplace and beyond.

### Building and Sustaining Trust September 18, 8:30 am to 12:30 pm

This course introduces Trust Builders, actions leaders can take to build and sustain trusting relationships, as well as common Trust Breakers that can erode or quickly break trust. Applying these skills to build trusting relationships enables people to take risks, identify and solve problems, and collaborate to achieve business results.

### Addressing Poor Performance September 25, 8:30 am to 12:30 pm

This course builds leaders' skills in handling chronic performance problems. They learn how to document and present a solid case for needed improvement and use effective interaction skills. They identify the steps to take after the performance problem discussion to provide ongoing feedback and support, and determine if it is necessary to impose formal consequences.

### Driving Change October 2, 8:30 am to 12:30 pm

This course provides the skills and resources leaders need to accelerate the process of implementing change with their team members and to create an agile work environment where people are more open to change.

### Maximizing Team Performance October 9, 8:30 am to 12:30 pm

This course focuses on how leaders can work with their teams to build the infrastructure that enables maximum performance. Leaders gain experience in diagnosing and applying the five Team Success Factors—Results, Commitment, Communication, Process, and Trust.

### Adaptive Leadership October 16, 8:30 am to 12:30 pm

This course teaches leaders how to enhance the effectiveness of their interactions by adapting their approach to people based on what they want to discuss and how they think people will respond. By better meeting the needs of each individual, leaders create higher levels of engagement and organizational results.



Archbright is a proud partner of Development Dimensions International (DDI). For more than 40 years, DDI has helped the most successful companies around the world close the gap between where their businesses need to go and the talent required to take them there.

For more information about the Management Academy,  
please call 206.329.1120, 509.381.1635 or email [info@archbright.com](mailto:info@archbright.com).

**Train. Develop. Perform.**