

Virtual MIDDLE MANAGEMENT ACADEMY 2021

The new virtual Middle Management Academy (MMA) builds upon the best, most enduring aspects from 20 years of the in-person MMA, 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.
- Engage with others for team building and/or peer affirmation and support.

VIRTUAL MMA FORMAT

- Cohort model.
- Combination of self-paced individual and group work and live virtual gatherings.
- 4-week duration.
- **Each week includes total 9.5 hours of work for each participant:**
 - » **4.5 hours of self-paced work.**
 - » **5 hours of live gathering.**



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- 38 total hours of content over the four weeks:
 - » 18 hours of self-paced work, individual and small group, multi-media, experiential self-reflection and exercises/games.
 - » 20 hours live gatherings.
 - » Informal connection throughout the month through Slack, WhatsApp or Microsoft Teams.
- Each week will include one 5-hour live gathering.
- Participants will prepare final presentations recommending ways to carry learnings forward after the MMA. These will be presented during the last live virtual gathering. Time dedicated to completing these final presentations is already included in the 4.5 weekly self-paced hours.
- Materials:
 - » Digital MMA Manual, including content and exercises.
 - » Myers-Briggs Type Indicator (MBTI) reports.
 - » Certificates.
 - » Evaluation emailed after each section.
- Required technology:
 - » Access to SharePoint for participants to access all materials.
 - » Zoom for live gatherings.
 - » Slack, WhatsApp or Teams.
- Pricing: \$1,350 per participant.

VIRTUAL MMA CONTENT OVERVIEW

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

1. **Introduction (week 1):**
 - » 15-minute self-paced video providing the MMA overview, logistics, what to expect and how best to commit and engage.
2. **Knowing Myself and Working Well with Others (week 1):**
 - » 4.5 hours self-paced work.
 - » 5-hour live gathering.
 - » Topics:
 - MBTI to improve individual and team performance.
 - Strengths-based management.
 - Values we bring, express and build.
 - Self-care as a management imperative.

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3. **Employee and Workforce Engagement (week 2):**

- » 4.5 hours self-paced work.
- » 5-hour live gathering.
- » Topics:
 - Trauma-informed, resilient-oriented supervision.
 - Qualities of great supervisors and managers.
 - Leadership and management behaviors and expressions
 - Strengthening diversity, inclusion, equity and multiculturalism.
 - Choose group for final presentations.

4. **Practical Management Skills and Tools (week 3):**

- » 4.5 hours self-paced work.
- » 5-hour live gathering.
- » Topics:
 - Good communication.
 - Expectations, accountability.
 - Day-to-day supervision.
 - Healthy conflict.
 - Guiding successful change.
 - Groups define purpose, objectives and activities for final presentations.

5. **Teams and Trust; Final Presentations and Graduation (week 4):**

- » 4.5 hours self-paced work.
- » 5-hour live gathering.
- » Topics:
 - Building and nurturing strong teams.
 - Managing up and across departments.
 - Trust.
 - Final presentations.
 - Groups define timelines, budget and evaluation for final presentations.
 - Each group presents for 5-8 minutes.
 - Closing.