RELEASE IN FULL

Senior Leadership Retreat Department of State Whitehaven (or Department) October 3, 2009

Notional Timeline

9:00am:

Coffee

9:15am:

General Retreat Impressions

9:30am:

Specific Takeaways and Tasking

• Review list of Takeaways

Discussing Tasking and Follow-Up

10:00am:

Building Our Leadership Team Connection

Collaboration and Communication

• Operational Flows (Paper, Clearance, Communication, etc.)

• Seen/Heard in the Building

o 3 criticisms and ways to approach;

1 praise and way to multiply

11:00am

Creating a Leadership Culture

• Listening and Responding

Inviting Appropriate Risk-Taking and Creativity

Embracing Broad Accountability

Empowering Your Respective Teams

Noon

Close