

FY22 FAS Career Development Opportunities - Summary Document

This document is intended to help FAS staff navigate enrollment for FY22 career development opportunities. (Updated July 21, 2021)

Program	Audience	Overview	Length / Frequency	Prerequisites / Requirements	Enrollment Process	FAS-wide Enrollment
CWD Universal Manager Training (UMT)	managers*	A multiday program designed to give managers at Harvard everything they need to know and do in their role.	Multiple cohorts / meets once per week for three weeks	N/A	First come, first served via HTP	N/A
CWD Focused Leadership	senior managers (grades 60+)	An intensive executive coaching program designed for high-performing senior managers who are looking to implement individual and organizational change.	Meets as a cohort five times plus five one-on-one coaching meetings	At least one year in current role; UMT; manager support required	First come, first served via HTP	up to 6 staff
CWD Leadership in Action	high-performing mid-to-senior level managers*; exempt; grades 58+	A year-long program attended by high-performing mid-to senior level managers (grades 58-61) who have a readiness for self-reflection and stretching themselves in service of greater leadership capability and capacity.	Meets once a month from November to June	At least one year in current role; UMT; manager support required	First come, first served via HTP	up to 10 staff
CWD Foundations of Leadership	high-performing managers*; exempt; grades 56+	A multi-week program designed for high-performing managers who demonstrate an openness for self-reflection and learning new ways to lead.	Fall and spring cohorts / meets once per week for five weeks	At least one year in current role; UMT; manager support required	First come, first served via HTP	up to 20 staff (10 Fall, 10 Spring)
CWD Leadership Strategies for the Individual Contributor	high-performing individual contributors**; grades 56-59	Focuses on leadership, relationship management, managing conflicting needs and optimizing team contributions.	Winter and spring cohorts / meets once per week for four weeks	At least one year in current role; manager support required	First come, first served via HTP	up to 20 staff (10 Winter, 10 Spring)
CWD Leadership Essentials	high-performing support staff; non-exempt; up to grade 56	Focuses on understanding work styles, emotional intelligence, and managing your career.	Fall and spring cohorts / meets once per week for three weeks	At least one year in current role; manager support required	First come, first served via HTP	up to 20 staff (10 Fall, 10 Spring)
FAS Staff Mentoring	up to grade 58	Mentoring rings provide mentees with access to expertise, support, and guidance, as well as the opportunity to expand their professional network.	Academic year / meets once a month	At least one year in current role; manager support required	First come, first served via Harvard Training Portal (HTP)	up to 35 staff

* Managers have one or more direct reports who are benefits-eligible staff members.

** Individual contributors do not manage or supervise staff.