

# So You Want To Be A Leader

Wednesday, December 14, 2011, at the U.Va. Richmond Center, 8:30 am–3:30 pm

## Program Preview

You have reached a point in your career when you feel ready to assume the role of supervising others. You feel that you can be effective—or even that you can do a better job than supervisors you have known. But are you really prepared to take on the new responsibilities that come with the new position?

This class will help you develop a “leadership mindset” to enable you to analyze a supervisor’s responsibilities, the strengths that make you a good fit, the skills and knowledge you will need to develop, and your motivation for wanting the job. You will leave class feeling better prepared to make your decision and proceed with the next steps.

Attend this seminar and learn to

- ▼ think like a leader
- ▼ recognize the differences between leadership skills and individual-contributor skills
- ▼ assess your readiness for a leadership role
- ▼ demonstrate your readiness to those who can hire you

## About the Trainer

Terrie Glass is president of Leadership Solutions, a training and consulting company. She has 15 years of leadership experience and specializes in the development of new leaders and teams. Prior to starting Leadership Solutions, Ms. Glass enjoyed a 20-year career with Henrico County, serving in front-line, middle-management and assistant-director roles. Her current clients include government agencies as well as small businesses and corporations. Ms. Glass is an adjunct faculty member at VCU and is a licensed clinical social worker. She holds an MSW from Virginia Commonwealth University.

## Who Should Attend

Anyone who is considering moving into a leadership position

## Program Details

### Date & Time

Wednesday, December 14, 8:30 am–3:30 pm

### Location

U.Va. Richmond Center, 804/662-7464  
2810 N. Parham Road, Suite 300, Richmond VA 23294  
<http://www.scps.virginia.edu/richmond/>

### Travel Directions

<http://www.scps.virginia.edu/maps/ridirections.htm>

### Cost

\$100, includes course materials and lunch  
Payment or PO# must accompany registration

### Registration & Cancellation Deadlines

Registration Deadline: December 7  
Cancellation Deadline: December 7  
After this date, no refunds will be given

## Online Registration

Please call the Virginia Institute of Government at 804/371-0202 for your account password. Then you can register online at: <http://www.coopercenter.org/customer-portal>

*Credit cards are only accepted with online registration*

**For more information, please visit  
[www.VaInstituteofGovernment.org](http://www.VaInstituteofGovernment.org)**

## Onsite Training

Let us bring the classroom to you. For details contact Billie Easton < [bee2u@virginia.edu](mailto:bee2u@virginia.edu) > 804/371-0202

## Questions?

Contact Dereck Stonesifer < [das7se@virginia.edu](mailto:das7se@virginia.edu) > or Chantel Robinson < [cer8t@virginia.edu](mailto:cer8t@virginia.edu) > or call 804/371-0202

**New Class**



## Registration Form

*Please submit only one name per registration form*

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Name \_\_\_\_\_

Title \_\_\_\_\_

Locality / Agency \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_

State & Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Please indicate any special dietary or physical needs.

Make checks payable to: **Virginia Institute of Government, U.Va.**

\_\_\_\_\_ check enclosed

\_\_\_\_\_ check to be mailed

\_\_\_\_\_ PO # \_\_\_\_\_

( Credit cards are only accepted with online registration. )

Fax registration form to 804/371-0234 or mail to

**Virginia Institute of Government, U.Va.**

700 East Franklin Street, Suite 700

Richmond VA 23219

Attn: Dereck Stonesifer



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**GOVERNMENT**

## Billing Information ( ) Check here if same as above

Name \_\_\_\_\_

Org \_\_\_\_\_

Address \_\_\_\_\_

City / State / Zip \_\_\_\_\_

Email \_\_\_\_\_