

**AAAAI Leadership Institute in Medicine-Second Cohort Introductory Workshop**  
**Friday, February 20, 2015**  
**Hilton Americas**  
**Houston, TX**  
**Ballroom of the Americas-Salon F**  
**9:00 am to 3:45 pm**

The AAAAI Leadership Institute offers both leadership and strategic management assistance for emerging leaders to senior executive members. From understanding and creating vision to executing strategy, leading a team or entire organization, our institute provides the foundation and practical tools to help you stay current and move forward in both your career.

### **Course Description**

To kick things off, the AAAAI Leadership Institute's will be offering a workshop aimed to help you think differently about leadership and how you can develop into the leader you are capable of becoming. It takes you from the personal dimension of your own leadership style to the organizational dimension of driving performance, communicating, orchestrating change and developing a leadership culture within your organization.

### **Who Should Attend**

This workshop is designed for any professional who is called upon to lead others, either formally or informally, in order to accomplish their work. While specifically designed to help recently appointed leaders or chairs to meet the challenges of leading others, it will also appeal to more experienced managers who perceive the need to change how they lead in order to improve their effectiveness. Network with and gain insights from your peers and learn how to foster an environment that rewards leadership at all levels. We also strongly encourage New Allergist/Immunologists, Professionals and Individuals from Underrepresented Minorities in the A/I and Allied Health Professionals to become part of this Institute.

### **Objectives**

At the end of this workshop the participants will be able to:

- Lead with greater influence and decisiveness
- Evaluate the competencies of a successful leader and relate them to their own strengths and areas of improvement
- Develop strategic organizational initiatives
- Drive idea generation and innovation
- Avoid common pitfalls when leading
- Behave in ways that build and maintain trustful relationships
- Enhance their communication skills and techniques to gain more credibility, confidence and cooperation
- Use several influence strategies to overcome resistance and gain commitment
- Identify how they prefer to lead and flex their style according to the situation in order to be more effective
- Practice effective team member and leader behaviors

### **Outline**

Topics covered include:

- Preparing for Leadership: what it takes to take the lead
- Leading with Emotional Intelligence
- Self-awareness
- Prioritization and time management
- Self-development and self-motivation
- Communication issues
- Leadership styles
- Team membership and leadership
- Goal-setting and continuous learning

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### **Lecturers and Presentations**

9:00 am – 10:00 am	Lesson's learned from 2013-2014 Institute Graduates
10:15 am – 12:00 pm	Leadership and Self Awareness: What's Your Emotional Intelligence Quotient?- Angelo Giardino, MD PhD MPH, Texas Children's Hospital, Houston, TX
12:00 pm – 12:45 pm	Lunch
12:45 pm – 2:00 pm	Decision Making/Consensus Building-An Interactive Dialog and Exercise Linda Swindling, JD, Journey On!, Carrollton, TX
2:15 pm – 3:30 pm	Negotiating Your Breakthrough without the Work Drama Linda Swindling, JD, Journey On!, Carrollton, TX
3:30 pm – 3:45 pm	Closing Comments/Reflection on the Day