

APHL Fellow Leadership Training

Date: June 21 - 24, 2022 | Virtual Training Series

Hosted by the Association of Public Health Laboratories

Purpose: Provide skills and leadership development to the APHL second-year fellows and fellow alumni to support professional growth in anticipation of future leadership positions.

Meeting Objectives:

- Describe how interpersonal and soft skillsets work collaboratively to propel individuals into leadership roles
- Discuss what it means to be a leader in public health laboratory science
- Deliver targeted messages in an effective manner to generate interest and buy-in, express understanding of difficult scenarios and educate the public

Meeting Outcomes:

- Identify ways to grow and stand out within an organization at any level
- Increase skill level with strategic communications and cultivating relationships with stakeholders
- Define the next steps to further career development towards professional aspirations

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Day 1 Description and Learning Objectives

Participants will learn about the role and responsibilities of public health laboratory leaders, including how leaders must balance competing priorities. Participants will learn hear from public health laboratory leaders on the career path they took which led them to success.

At the end of Day 1, the participant will be able to:

- Describe what laboratory leadership means to them
- Discuss considerations public health leaders must make when faced with conflicting priorities
- Identify next steps they can take to advance their career and grow professionally

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AGENDA DAY ONE – June 21, 2021

Focus: Introduction to leadership, ethics and career trajectory

1:00 PM – 1:15 PM **Welcome and Introductions**

1:15 PM – 1:30 PM **Ice Breaker**

Facilitator: Pandora Ray

1:30 PM – 2:00 PM **APHL and Fellowship Training Overview**

Speaker: Pandora Ray, former Director of NCPHLL, Professional Development, APHL

Overview of APHL and CDC goals of the fellowship programs. Importance of dedicated leadership training. Brief discussion on the ground rules and expectations of the training.

2:00 PM – 3:30 PM **Science, Politics and Ethics in Public Health Leadership**

Speakers: Sara Vetter, Assistant Division Director, Public Health Laboratory for the Minnesota Department of Health

William A. Glover II, Assistant Laboratory Director, North Carolina State Laboratory of Public Health

Brief presentation on public health leadership in the real world from each speaker, a conversation about the interplay of ethics, politics and science, and interactive scenarios for fellows to think through.

3:30 PM – 3:45 PM --- **Break** ---

3:45 PM – 4:45 PM **How to Craft your Career**

Speakers: Marty Soehnlen, Director of Infectious Disease, Michigan Department of Health and Human Services Bureau of Laboratories; and Allen Bateman, Director at Communicable Disease Division, Wisconsin State Laboratory of Hygiene

Session about how to plan a career trajectory to delineate the necessary steps to meet professional goals

4:45 PM – 5:00 PM --- **Wrap-Up & Adjourn** ---

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Day 2 Description and Learning Objectives

Participants will develop communication skills using the principles of Single Overriding Communication Objective (SOCO). Participants will also receive personalized feedback that they can apply to refining and polishing their message for future interactions.

At the end of Day 2, the participant will be able to:

- Apply the elements of Single Overriding Communications Objective (SOCO) to deliver a message to sentinel clinical management
- Prepare an individual SOCO
- Practice the delivery of the SOCO

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AGENDA DAY TWO – June 22, 2021

Focus: Communication

1:00 PM – 1:15 PM **Reflections from Day 1**

1:15 PM – 1:45 PM **Effective Communication & Introduction to Single Overriding Communication Objective (SOCO)**

Speaker: Pandora Ray, former Director of NCPHLL, Professional Development, APHL

1:45 PM – 2:15 PM **Creating and Practicing SOCOs**

2:15 PM – 3:00 PM **Recording, Playback and Feedback of SOCOs, round 1**

3:00 PM – 3:15 PM **---Break---**

3:15 PM – 4:00 PM **Recording, Playback and Feedback of SOCOs, round 2**

4:00 PM – 5:00 PM **--- Wrap-Up & Adjourn ---**

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Day 3 Description and Learning Objectives

Participants will learn about public policy as it relates to laboratory activities, including an overview of how policy shapes priorities and information on funding mechanisms. Participants will also learn about the importance of engaging in emotionally intelligent communication to reflect an understanding and acknowledgment of different viewpoints.

At the end of Day 3, the participant will be able to:

- Discuss the role and importance of public policy on public health laboratory activities
- Explain methods that public health laboratories can utilize to increase funding
- Describe emotional intelligence and how it can be applied to professional settings

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AGENDA DAY THREE – June 23, 2021

Focus: Policy and Communication

1:00 PM – 1:15 PM **Reflections from Day 2**

1:15 PM – 3:15 PM **Demystification of Leaders as Influencers**

Facilitator: Peter Kyriacopoulos, Chief Policy Officer, APHL

Group activity to discuss and practice effective ways to garner interest and engagement from leaders on important public health topics.

3:15 PM – 3:30 PM ---**Break**---

3:30 PM – 4:45 PM **Social and Emotional Intelligence**

Facilitator: Pandora Ray, former Director of NCPHLL, Professional Development, APHL

Description: Session on the importance of social and emotional intelligence and ways one can strive to be more socially intelligent to foster interpersonal relationships.

4:45 PM – 5:00 PM --- **Wrap-Up & Adjourn** ---

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Day 4 Description and Learning Objectives

Participants will learn how to effectively lead a meeting, ensuring good participation and engagement from attendees. Additionally we will address how to take the skills learned from the previous days and apply them to leadership development.

At the end of Day 4, the participant will be able to:

- Describe what effective meeting facilitation is and why it is critical for successful meetings
- Explain how soft skillsets work collaboratively to propel individuals into leadership roles

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AGENDA DAY FOUR – June 24, 2021

Focus: Meeting Facilitation

1:00 PM – 1:15 PM **Reflections from Day 3**

1:15 PM – 4:45 PM **Mastering Meeting Facilitation**

Facilitator: Pandora Ray, former Director of NCPHLL, Professional Development, APHL

Description: Session on the importance of effective meeting preparation and facilitation, with activities to practice crafting meaningful meeting materials.

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