

"I thought Extraordinary Leaders course was extraordinarily eye opening and insightful. A very different perspective on leadership development compared to traditional trainings. Well worth the time."

American Chemical Society
1155 Sixteenth Street, NW
Washington, DC 20036
800-227-5558

For more details on each course and to register visit www.acs.org/leaderdevelopment.



ACS
Chemistry for Life™

American Chemical Society's
LEADERSHIP
Development
System



Invest in Your Future

with the ACS Leadership Development System

"...you feel the impact almost immediately. The system invigorates you both for your involvement in ACS and in your professional career."

American Chemical Society

www.acs.org

"The course experience gave me new workshop was incredible, more effective in all aspects of my life improve leadership skills for both and working with our local schosition as a supervisor."

The new, state-of-the-art ACS Leadership Development System is now available to ACS members. This comprehensive, research-based, leadership curriculum equips members with the tools to build and strengthen their leadership capabilities.

You are invited

...to excel

...to build practical leadership skills

...to make a difference for yourself, your team, your organization, and ACS.

Whether you are a manager, experienced professional, or new to the workforce, you can broaden your career horizons by building skills that enable you to lead in uncertain times. The ACS Leadership Development System will help you learn how to keep people, projects, and tasks focused and on schedule, foster innovative ideas, coach for superior performance, and collaborate across division and team boundaries to achieve important goals.

We invite you to participate in these valuable courses and gain core skills and insights that will enhance your career and increase the success of the people you manage and work with.

Begin today: visit www.acs.org/leaderdevelopment to register for an online or facilitated course. To request additional copies of this brochure or to share information with colleagues and team members, email leaders@acs.org.

Registration Information:

Invest in yourself, your future, your organization, and ACS!

To Enroll:

Register online for both facilitated and online courses. Visit www.acs.org/leaderdevelopment for information on schedules, confirmations, and fees.

Schedule:

- Facilitated courses are offered at national, regional, and local section meetings. Additionally, courses are conducted at the Leadership Institute for those invited to attend. Visit www.acs.org/leaderdevelopment for the specific course schedule.
- Online courses are available to members and non-members to take when and where they choose.

Enrollment Fees and Scholarships:

Visit www.acs.org/leaderdevelopment for specific online and facilitated course fees. Information on scholarships is outlined on the site.

On-site Training:

ACS Leadership Development System courses have been specifically designed for chemists, thereby addressing the unique leadership needs of chemical professionals on the job, in the lab, and in the classroom. Courses can be delivered at your site, for your professionals, at the convenience of your schedule. To learn more about conducting one of the ACS Leadership Development System courses in your organization, call 1-800-227-5558 ext. 6387, or email leaders@acs.org.

Need additional copies of this brochure?

Download at: www.acs.org/leaderdevelopment or call 800-227-5558 ext. 6387.

Register now for any one of the 17 ACS leadership courses:
www.acs.org/leaderdevelopment



“The Extraordinary Leaders workshop was incredible. It provided very useful tools to improve leadership skills for both the ACS and my position as a supervisor.”

ACS Leadership Development System

This competency-based, leadership curriculum includes both self-paced online courses, to be taken when and where the learner chooses, and facilitated courses providing hands-on learning and networking opportunities. Courses are offered at national, regional and local section meetings as well as at the ACS Leadership Institute.

AREAS OF CORE LEADERSHIP COMPETENCY				
	Personal Capability	Interpersonal Skills	Focusing On Results	Setting A Clear Direction
EMERGING VOLUNTEERS	The ACS And You	Engaging Colleagues In Dialogue	Becoming An Effective Contributor	Matching Interests With Goals
EMERGING LEADERS	Managing Projects Effectively	Running Productive Meetings	Engaging And Motivating Volunteers	Understanding Members' Interest
DEVELOPING LEADERS	Fostering Innovation	Coaching And Feedback	Collaborating Across Boundaries	Leading Change
ADVANCED LEADERS	Leading Without Authority	Developing Communication Strategies	Succession Planning	Strategic Planning
Extraordinary Leader — 8 Hour Course				
Character Competency				

■ On-line Courses ■ 4-Hour Facilitated Courses

EMERGING VOLUNTEERS TRACK

ACS and You (self-paced online course)

Are you new to ACS or to an ACS leadership role? Learn about ACS and begin to see where you fit, how you can benefit personally and professionally, and how you can contribute in setting the future direction of ACS.

Engaging Colleagues in Dialogue (4-hour facilitated course)

Have you ever found a project had gone awry only to learn that miscommunication was the cause? This course helps ACS leaders improve their one-to-one communication skills. You will also assess your own communication skills through conversations with colleagues.

Becoming an Effective Contributor (self-paced online course)

As you consider volunteering in ACS, you know it is a great opportunity to get involved, network, and contribute to the Society; however, you don't understand what is expected. This course helps you gain information about volunteer assignments so you can make the best decision about volunteer opportunities.

Matching Interests with Goals (self-paced online course)

Many of us would like to get more involved, but with numerous demands, we need to be selective. This course helps you gain a better understanding of what you want; what interests you; what will help advance your career; and what you can bring to a project. Take the first step to get involved: match your skills with the specific ACS project that will be personally and professionally rewarding.

For more details on each course and to register visit www.acs.org/leaderdevelopment.

EMERGING LEADERS TRACK

Managing Projects Effectively (self-paced online course)

Missed deadlines, cost overruns, and unattained goals all result from projects not being managed effectively. Learn a practical 5-step process to lead projects to completion on time, within budget, and with success.

Running Productive Meetings (self-paced online course)

Who likes spending their time in meetings, especially when they are not well managed? Learn how to make the most of meeting participants' time, talents, and resources to effectively and efficiently accomplish team projects.

Engaging & Motivating Volunteers (4-hour facilitated course)

One of the greatest challenges facing a volunteer leader is recruiting and engaging volunteers to help accomplish the project and committee goals. Gain tools to enlist volunteers and make their assignments successful and professionally rewarding so they will participate again in future assignments.

Understanding Members' Interests (4-hour facilitated course)

Leading in a complex professional association like ACS can be challenging, particularly if you are unfamiliar with the diverse group of members and their varied interests. Learn about ACS membership both from data that is available and research techniques for gaining greater understanding of member interests.

DEVELOPING LEADERS TRACK

Fostering Innovation (4-hour facilitated course)

We are constantly challenged to come up with new ideas and solutions, yet most of us feel ill-equipped to do this effectively. Learn a proven process to generate ideas and stimulate innovative thinking.

Coaching and Feedback (4-hour facilitated course)

Coaching is a key skill that will help you increase performance, expand the skills of your team, and promote achievement. This course provides leaders with a proven process, practical tools, and a hands-on opportunity to coach volunteers and employees more effectively.

Collaborating Across Boundaries (4-hour facilitated course)

Leaders in many roles in the Society need to be able to work effectively with leaders and members in other roles and units to accomplish their objectives. This course provides strategies and tools to make collaboration more productive.

Leading Change (4-hour facilitated course)

Change is a constant today, yet it is often met with resistance. Leading change, whether it is a change in priorities, direction, or people, is critical to your success as a leader. This course provides a step-wise process to lead change and guide volunteers and employees more effectively through the change process for greater results.

*"The Extraordinary Leader insights into myself and how to be
It provided very useful tools to from ACS, to university committees,
the ACS and my pool board. What a great resource."*

ADVANCED LEADER TRACK

Leading Without Authority (4-hour facilitated course)

Leading in an organization comes with many challenges, not the least of which is having no direct authority over the team members. Learn practical tools to help you gain cooperation without formal authority and motivate your colleagues to accomplish important goals.

Developing Communication Strategies (4-hour facilitated course)

As a senior leader within ACS governance, you will encounter an increasing number of opportunities to represent the Society to outside parties, stakeholders, and media, often under pressure and in highly visible situations. This course introduces you to executive level communications where you will learn how to skillfully communicate in an interesting and compelling manner.

Succession Planning (self-paced online course)

In volunteer organizations, where leadership turnover is continuous and frequent, it is vital to have a highly effective succession planning process. Learn practical skills necessary to ensuring the future success of your section, division, region, or committee as the baton is passed. Leaders will create their own succession plans for the leadership role they currently hold.

Strategic Planning (4-hour facilitated course)

Setting direction and creating the strategic plan for a local section, national committee, division, or region, is a key responsibility of senior ACS leaders. This course will help you improve your understanding of the planning process while giving you the opportunity to start developing a plan that aligns with the ACS Board of Directors' strategic goals.

Extraordinary Leaders (8-hour facilitated course)

In a volunteer organization like ACS as well as in the workplace, great leaders can significantly impact the productivity of a team, the effectiveness of a local section, and the performance of a committee. The ACS Extraordinary Leader course provides a model for effective leadership that will help you achieve exceptional results. As part of the program you will participate in a 360° feedback process that gives you personal feedback on your leadership competencies. You will use this feedback to create a personal plan for developing your leadership strengths to become an extraordinary leader.

The Power of Leadership...

The Power of ACS Leadership Development Courses

Organizations survive and thrive in times of change because of many factors, but none are more important than the quality of its leadership. Today, it is essential that leaders are equipped with the knowledge and leadership skills required to generate innovative ideas, and to inspire the kind of engagement that has sustained ACS in the past and is so critical to our success going forward.

Designed for ACS members and non-members, each course combines best practices from within and outside ACS, drawing on research from both the corporate and public sector worlds. The courses address such critical needs as:

- Managing projects effectively
- Coaching for improved performance
- Fostering innovation
- Motivating individuals and volunteers
- Running productive meetings
- Building strategic plans

Who Should Participate:

The courses are designed to help chemical scientists grow and develop in their roles, starting with the "basics" for emerging volunteers, and progressing to advanced learning for leaders with the most experience. Each course incorporates tools, best practices, and guidelines for achieving leadership excellence in professional jobs and in volunteer positions. There is a course to meet everyone's professional development needs. If you are...

- A new graduate about to enter the workforce – you will develop entry-level skills needed to bring real value to early volunteer and job assignments.
- An up and coming leader – you will gain foundational leadership skills to improve your effectiveness as a leader.
- A developing leader with experience – you can build your core leadership tool kit to stretch your knowledge and capabilities.
- An experienced leader with solid leadership experience – you will strengthen and advance your leadership talents and qualities that will set you apart from others.

