PROGRAM GOALS

- Discover and apply the skills, behaviors and attitudes needed for effective leadership.
- Provide leadership, planning and communication tools for connecting and engaging teams, individuals and stakeholders.
- Understand employee engagement and motivation, and apply delegation and tools for improving productivity and engagement.
- Learn skills for assessing employee development needs and customize an approach for improving employee performance.
- Apply leadership skills needed to communicate, motivate, direct, coach, empower, provide feedback, hold accountable and manage conflict.
- Develop skills in creating high performing teams and encourage innovation.



Health PEI One Island Health System

New Leaders Program

My Passport to
Leadership, Learning and
Development

Name:

MANDATORY EDUCATION

TOPIC	COMPLETION DATE
Pre-Boarding	
Insights Discovery Profile ®	

CORPORATE TRAINING AND DEVELOPMENT

TOPIC	COMPLETION DATE
On-Boarding	
Orientation (2.0 days)	
Insights Discovery ® Workshop	
Leadership Development Series	
Building a Culture of Patient Safety, Teamwork	
and Quality Improvement	***************************************
Mental Health Works	
Managing Risk Effectively	
Clinical and Organizational Ethics	
Effective Communication	
Quarterly Forecasting	
Improving the Patient Experience through	
Patient and Family Centered Care	
Change Management	
Introduction to Policy	
Using Indicators for Planning in Health	
Emergency Management	
RIM Basics 101	
Putting Privacy into Practice	

TOPIC	COMPLETION DATE	
Human Resources		
Psychological Health and Safety		
Introduction and Overview of HR processes		
Promoting a Culture of Safety in the Workplace		
Respectful workplace		
TOPIC	COMPLETION DATE	
Labor Relations Series		
Conflict management and Resolution		
Managing Employees Social Media		
Duty to Accommodate		
Attendance Management		

INDIVIDUAL LEARNING AND DEVELOPMENT (ELECTIVE)

TOPIC	COMPLETION DATE
Public Service Commission	
Career Planning	
Valuing Diversity in the Workplace	
Coaching Skills for Performance Management (1)	
Coaching Skills for Performance Management (2)	
Productivity and Time Management	
Conflict Management for Supervisors, Managers and Directors	
Workers Compensation Board	
Speak up for workplace safety	
Workplace Inspections	
Hazard And Risk Assessment	
Incident Investigation	
Safety Committee Basics	
UPEI	
Introduction to Project Management	
Essentials of Workplace writing	
Managing Conflict in the Workplace	
Collaborative Problem Solving	
Optional Programs/Certificates	
New Managers Series (UPEI)	
Leaders in Action Pathway (PSC)	
CHE Designation (CCHL)	
Incident Command System (100 & 200)	
Professional Development	
Career Pathing	
Credential Compliance	

PATH TO SUCCESS

TOPIC	COMPLETION DATE
Cohort check point #1	
Cohort check point #2	
Celebration of Success	