Center for Leadership Excellence: The Basics
The Cornerstone of Leadership at the University of Virginia

About Us
The Center for Leadership Excellence (CLE) is dedicated to advancing a culture of leadership at the University. We believe in shared leadership – that all employees can and should lead from their positions by sharing their knowledge, expertise, and passion for UVa with their colleagues. We provide programs tailored for employees at every level of career development.

Organization Leadership Services

Feedback Assessment Tools for Leaders – Our consultants will work with you to identify the best assessment tool for your goals. The assessment will help you gather valuable feedback from your direct reports, your manager, and your peers. We will help you identify and leverage your strengths, discover areas for improvement, and design a customized development plan.

Individual Coaching – Based on your needs and goals, we will help match you with a qualified coach. Coaches become a trusted advisor, a sounding board for your strategies, needs and interests. They will help you challenge old beliefs and inspire you toward new ones.

Team Building Workshops – Customized team building workshops are designed for your team’s specific needs and challenges. The following are example workshop themes: Crucial Conversations©, Effective Communication, Change Management, Multicultural Fluency, Team Building Retreat, and Strategic Planning.

Organization Development (OD) is a deliberately planned, manager-led effort to increase effectiveness and efficiency within a school or unit. We can help you review your structure, roles, and systems to make recommendations for increased efficiency and effectiveness. We can also assist with change management planning and implementation. In addition, we can help your unit develop a mission, vision, and strategic plan.

Develop Your Leadership Skills

Leading as an Individual – Leading as an Individual provides you with opportunities to develop skills that will enable you to influence and share knowledge and expertise with fellow University colleagues. Leading as an Individual focuses on developing yourself as a leader, a person, and a professional. Expand your knowledge and skills and enrich your professional and personal life through our broad selection of classes and other developmental opportunities. Examples include:

   Exceptional Assistants’ Network: a network of more than 400 administrative and service support employees - focus on professional development, networking, and community service.

   Leadership Preparation: designed for employees who are developing their leadership skills for a future position.

Leading as a Manager – As a manager, you can have a significant impact on the organization’s culture, direction, and success, as well as on your employees’ lives and careers. The most successful managers
are those who make it a priority to develop their employees. The CLE has tools and resources to help both you and your employees continue career growth. Examples include:

**Leadership Essentials**: designed for current supervisors of individual contributors.

**Leadership Practices**: designed to develop the skills of more experienced leaders who have two or more organizational levels reporting to them, as well as of professional individual contributors who have a broad scope of responsibility.

**Leadership Strategies**: designed to develop the skills of those who serve as operating unit Directors, lead leaders, or have responsibility for work that spans the entire university community.

**Career Development**

We offer classes and workshops designed for individual development opportunities, such as Wired for Happiness, Where is Your Career Compass Leading you, and The Art of Interviewing.

The CLE also developed the Career Development Compass to communicate developmental activities across Grounds. These activities are available by job sub-family and are based on the UVa Job Structure. They are divided into five main categories: on-the-job experiences, events/classes, professional organizations, educational, and independent activities. Select activities and tailor development to your needs based on skills, interests, and career goals.

**Succession Development**

UVa has launched a formal pilot succession development program. The participants will receive customized training, development and individual mentoring from senior leaders on Grounds, spend time with executive leadership, and present a pan-University project. While participation in the program does not guarantee promotion or advancement, it will prepare employees for possible future leadership roles, as well as offer opportunities for personal development. We are finding tomorrow’s leaders among today’s.

**Role of the Manager**

The CLE’s goal is to help all employees recognize, develop, and fulfill their leadership potential. Those who lead others in a formal capacity have a significant amount of influence on creating this culture of leadership. The CLE provides customized reviews of a department’s organizational structure and assists in determining the effectiveness of current reporting relationships. These reviews ensure that individuals in the role of a manager have not only the skills and aptitude they need to be successful, but also a desire to lead others and a commitment to advancing the culture of leadership for all employees.

**Want to Know More?**

Visit our website at [www.virginia.edu/leadershipexcellence](http://www.virginia.edu/leadershipexcellence) for more information or email leadership@virginia.edu to be matched with a Learning and Development Specialist today.