



Welcome to the Leadership Training Program!

Dear Participants,

We are delighted to welcome you to the Leadership Training Program. This program is designed to equip you with valuable leadership skills and empower you to become exceptional leaders in the field of engineering.

To ensure a smooth and impactful learning experience for everyone, we kindly ask you to adhere to the following house rules:

- 1. Attendance and Communication:** Please inform us in advance if you are unable to attend any training sessions. Regular attendance is essential for your growth and development throughout the program. Also, maintain open and timely communication with the facilitators regarding any concerns or questions.
- 2. Video On:** We encourage you to keep your video turned on during the training sessions. This fosters a collaborative and engaging learning environment, enabling better interaction and participation among participants and facilitators.
- 3. Active Engagement:** Actively engage and participate in all aspects of the program. Take advantage of the opportunities provided to contribute, share insights, and learn from fellow participants. Your active involvement will maximize the benefits of the program for everyone involved.
- 4. Embrace Curiosity:** There are no dumb questions. Feel free to ask anything related to leadership, career development, or our experiences as engineers and leaders. We encourage a culture of curiosity where all participants feel comfortable seeking knowledge and engaging in meaningful discussions.
- 5. Confidentiality and Respect:** Respect the privacy and confidentiality of all participants. Discussions and materials shared within the program should be treated with discretion. Foster an environment of respect where diverse perspectives and experiences are valued and appreciated.
- 6. Commitment to Growth:** Approach the program with a growth mindset, embracing challenges and opportunities for self-improvement. Be open to new ideas, perspectives, and feedback from facilitators and fellow participants. This program is designed to stretch your abilities and help you reach your leadership potential.



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7. Professionalism and Ethical Conduct: Uphold professional standards and ethical conduct throughout the program. Treat all participants, facilitators, and guest speakers with respect and professionalism. Engage in honest and constructive dialogue, fostering a positive and inclusive learning environment.

8. Timeliness: Please be punctual and arrive on time for all training sessions. Respect the schedule and be mindful of others' time commitments. If unforeseen circumstances prevent you from joining a session on time, please inform the facilitators in advance.

We believe that by adhering to these house rules, we will create a supportive and conducive learning environment where everyone can thrive. Your commitment to these guidelines will contribute to the program's success and each participant's growth.

Once again, welcome to the Leadership Training Program! We are excited to embark on this journey with you and look forward to a transformative learning experience.

Best regards,

Luke Feldmeier
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Online Leadership Training
Career and Leadership Coaching for Engineers

Jennifer Marvin, PE
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