

# NGO Executive Leadership Development Programme 2010

Lead • Network • Influence

## Introduction

Leaders are facing much greater challenge than ever. The increasing complexity of social problems due to changing social and economic environment, rising public expectation in governance, use of resources and service performance, etc are imposing higher pressure on leaderships. New leaders of the sector, who can communicate effectively with different stakeholders to exert influence for the good of society, will be the engine of the development of the sector.

This 100-hour leadership development program will bring together 24 top executives to the same platform to share, to learn and to exchange ideas with cross-sectors, government, policy makers and opinion leaders.

## Objectives:

- To develop new leadership of the sector
  - Share new vision
  - Build sensitivity to social issues of concerns
  - Nurture innovation and entrepreneurship for sustainability
- To strengthen affiliation, sharing and mutual support network
- To provide problem-focused training activities to enhance management capacity

## Benefits:

The programme is designed to help new NGO leaders build a solid foundation for success:

- Yield greater influence with key stakeholders
- Acquire powerful strategies and skills to tackle management challenges
- Gain a better understanding of own approach to leadership and acquire new ideas to optimize and sustain potential

## Methods and Approaches

The leadership development programme is not about a single training event but a 6-month process that incorporates a range of problem-focused activities including:

- leadership development assessment
- cases and simulation exercises
- specialist workshops and seminars
- peer group learning support
- coaching and mentoring

## Who Should Enroll

- Whole programme** - NGO leaders occupying top executive positions. In order to ensure high-quality experience, the enrollment is limited to 24 core participants. Nomination by Board of Director is required.
- Talks** - For some selected talks and workshops, other NGO leaders and top executives are welcome to join. The affiliated group of participants is limited to 16 participants.

## Key Programme Components

- Reflective Assessment and Individualized Action Planning (a 3-step process)**
  - 1st step : a self-assessment test related to attitudes, tendencies and behaviors
  - 2nd step: an interactive behavioral test
  - 3rd step: one-on-one debriefing to give development recommendations derived from the assessment report and observations. An individualized action plan would be devised with the support from an experienced professional coach.
- Transferal and Synthesizing Knowledge from Different Sectors**
  - Guest speakers and resource persons coming from the government, corporations and professional bodies will be invited to share their valuable insights and experience with participants.
  - Knowledge and practice wisdom generated will be presented and discussed with reference to their application in the welfare sector.
- Peer Learning & Team Project**
  - Participants are invited to prepare and present a case and lead sharing in workshops on different NGO management issues. Breaking into small groups, peers will work together on the challenges presented.
  - Each group will also work on a team project re network and influence.
- Community Networking & Meet-the-people Talks**
  - Talks in the format of breakfast, luncheons, or visits will be organized every month to meet government officials, community and opinion leaders to address common challenges, exchange ideas and share solutions.
- Mentors and Resource Persons**
  - Senior and experienced coaches would be invited as advisers and mentors.

## The Programme

(x11 days of workshops + x10 Meet-the-people talks)

Module 1  
 Apr - May (3.5days)

### Lead with Purpose

- Establishing Leadership Role and Assessing your Leadership Style
  - Trend, Assessment and Implications
  - Action Learning on teambuilding - the Mindset of Change
  - Personal Effectiveness & planned action
- Strategic Thinking on Purposes
- Board Relationships and Development
- Inspiring and Leading Teams

Module 2  
 Jun - Jul (4days)

### Network and Influence

- Building Network and Social Influence
  - Networking in Community
  - Working with Government on Policy Level
- Leadership Expression in Public Communications
- Working with the Public
  - NGO Marketing & Brand
  - Stakeholders Response Assessment
- Mobilizing Resources
  - Funders & Big Givers Relations
  - Transparency and Accountability Communication

Module 3  
 Aug - Sept (2.5days)

### Organisational Health and Growth

- Assessing Organisational Health
- Organisational Decision Making on Moving Forward
- Cultivating Social Innovation and Entrepreneurship
- Leading Change & Managing Staff Relations

Project & Review  
 Sept (1day)

### Team Project on Stakeholder Engagement & Individual Action Plan Review

## Certificate and Course Requirement:

Certificate will be conferred by HKCSS Institute to core participants who have fulfilled the course requirement.

### 1. Core participants:

- Selection of minimum 75% of the activities and attain 85% attendance of the selected activities AND
- Selection of minimum 75% of the visits or luncheon and attain 85% attendance of the selected activities AND
- Participate in the Reflective Assessment and Individualized Action Planning AND
- Write a case on a selected management topic and lead a discussion session AND
- Participate in the team project

2. Affiliate participants are eligible to join luncheons, guest speakers' sharing and some of the workshops

## Course Fee and Studentship

- Core participants: HK\$17,800, including lunches and visitation specified in the programme. HK\$15,000 studentship will be offered to core participants who have completed the course with a certificate.
- Affiliate participants: HK\$1,500 for joining a maximum of five talks or workshops.

## Admission Criteria

### 1. Core participants (24 places)

The applicant must fulfill the following eligibility criteria:

- a) be currently employed at senior managerial position of a HKCSS agency member
- b) with at least 5 years working experience in the NGO sector
- c) be endorsed by Board of Directors

### 2. Affiliate participants (16 places)

The applicant must fulfill the following eligibility criteria:

- a) be currently employed at senior managerial position of a HKCSS agency member
- b) with at least 3 years working experience in the NGO sector
- c) be endorsed by Board of Directors

## Programme Tutors and Speakers (partial list)

Mrs Anson Chan 陳方安生女士

Mr Bernard Chan 陳智思先生

- Chairperson, The Hong Kong Council of Social Service

Ms Christine Fang 方敏生女士

- Chief Executive, The Hong Kong Council of Social Service

Dr Stephen Fisher 余志穩博士

- Retired Director of Social Welfare

Mr Roy Fung 馮儉生先生

- CEO, ACME Business Consulting

Mr Lai Kam Tong 黎鑑棠先生

- Director, Human Resources, A-World Consulting

Dr Law Chi Kwong 羅致光博士

- Associate Professor, Dept of Social Work & Soc. Adm., The University of Hong Kong

Mr Dick Lee Ming Kwai 李明達先生

- Retired Commissioner of Police

Mr Lee Wing Wai 李永偉先生

Mr KK Leung 梁國基先生

- Managing Director, UPS Hong Kong and Macau

Dr Tse Ka Kui 謝家駒博士

Dr Terence Wong Kwai Lam 黃桂林博士

Dr Rosanna Wong Yick-ming 王葛鳴博士

- Executive Director, The Hong Kong Federation of Youth Groups

(For latest update on list of programme tutors and speakers, please refer to the website: [www.hkcss.org.hk/institute](http://www.hkcss.org.hk/institute))

## Programme Coordinator

Ms Lois Lam

Senior Manager, The Hong Kong Council of Social Service

## NGO Executive Leadership Development Programme 2010

### Application Deadline

19 March 2010

### Tuition

HK\$17,800

(Studentship HK\$15,000 will be granted by The UPS Foundation for core participants who have fulfilled the course requirements. Tuition fee with studentship granted is HK\$2,800)

### Programme Schedule

22 April to 16 September 2010

(Most activities on Thursdays)

### Venue

Duke of Windsor Social Service Building,  
15 Hennessy Road, Wanchai, Hong Kong

### For More Information

HKCSS Institute

Tel: 2876 2440

Website: [www.hkcss.org.hk/institute](http://www.hkcss.org.hk/institute)

### Briefing Session

Date : 26 February 2010 (Friday)

Time : 5:00 - 6:00 pm

Venue : Room 202, Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong

Name : \_\_\_\_\_

Agency : \_\_\_\_\_

Position : \_\_\_\_\_

Tel : \_\_\_\_\_

Fax : \_\_\_\_\_

Email : \_\_\_\_\_

(Please reply by fax 2864 2991)

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