

CREATE GREAT MANAGERS

FOR NEW & ASPIRING WOMEN MANAGERS TO SUCCEED IN AN INNOVATIVE ECONOMY

XAP - XCELERATED ACTION PROGRAM



COLLEGE OF
MANAGEMENT
CENTER FOR
INNOVATION &
ENTREPRENEURSHIP

In partnership with Year of Action



“The timing is ripe for a program like this...” - FORBES

Our **XAP - Xcelerated Action Program** – teaches women the hard and soft skills to succeed *quickly* – all delivered with no time away from work.

Managers are often thrown “into the deep end” without time for tools or training, and the hope that they’ll figure it all out on their own. *But at what cost?*

Communicating. Goals. Time Management. Meetings. Presentations. Financials. Feedback.

If you don’t get these right, it can lead to low morale, high turnover, poor team performance and more. Our accelerated program boosts women’s confidence and key business skills, by teaching practical action steps in a relaxed environment, to get results quickly. We also offer an onsite workshop for both men and women.

The program includes:



90-minute workshop +



8 weekly online group sessions +



Saturday Retreat + 6-month follow up

Sample clients include:



Key Benefits for Women:

- **learn** how to be more **strategic, focused** and set and achieve **high-reaching goals**
- **master business essentials** (communication, confidence, meetings, delivering a winning pitch, goal setting, financials)
- **increase productivity** with **time management** strategies and **accountability** for results
- develop an **entrepreneurial** and **innovative mindset** to see new **opportunities** to provide **value** in a company
- **push past fears** and doubts holding them back

Key Benefits for Companies:

- builds a **pipeline** of **women leaders**
- provides a **cost-effective, enjoyable** and **action-based** solution for **training new** and **aspiring managers**
- **motivates, educates** and **inspires** employees to be more **engaged, productive** and **valuable** contributors
- **delivers results quickly** in an accelerated program with no time away from work
- offers a Continuing Education **Certificate** from the Center for Innovation & Entrepreneurship at **UMass Boston College of Management**

XAP

**XCELERATED
ACTION
PROGRAM**

The XAP has **8 weekly online group sessions**, materials, private website to connect and ask questions, a Saturday retreat, 6-month follow-up and continued access to the alumnae network.

DATES: Online sessions - Call in Thursdays 7-8 pm
SEP 21 – NOV 9, 2017

Retreat: NOV 18, 2017 in Boston.
(Hotel/travel not included.)

FEES: \$995 for 8-week program and retreat.

Optional company workshop and materials for up to 100 (men and women): \$5500

SPECIAL OFFER:

Register **10** students and get a **FREE summer workshop** for 100. **\$5500 value**. Must register by June 30, 2017.

Register for Fall + FREE Workshop: <http://yearofaction.com/xap> • Email xap@yearofaction.com • Phone: 617-640-4575

XAP - XCELERATED ACTION PROGRAM FOR WOMEN

Fast Track Professional Development Program for Women from UMass Boston and Year of Action



MODULE 1

Get CLEAR on what you want.

Learn how to get focused and get past what's holding you back in your career

- WEEK 1: Be Unstoppable
- WEEK 2: Set 90-Day Goals
- WEEK 3: Get Focused
- WEEK 4: Get Clear on Your Value

You will complete *Action Sheets* and videos on:

- Goal Setting
- Time Management/Analysis
- Productivity Tools and
- Exercises to develop your confidence, skills, strengths and more

By the end of this module you will learn:

- a process to push past fear and doubts and get results
- a system for how to set and reach goals
- how to focus on actions that get results
- how to work in sprints (like developers) for faster results
- how to identify strengths and skills
- how to develop an entrepreneurial mindset to solve problems from a new perspective

MODULE 2

MUST-HAVE Business Basics

Learn the basics of Communication, Financials, Negotiations and Sales

- WEEK 1: Own the Room
- WEEK 2: Know the Numbers
- WEEK 3: Negotiate Like a Pro
- WEEK 4: Sell it

You will complete *Action Sheets* and videos on:

- Communication
- Meeting/Email Etiquette
- Delivering a Winning Pitch/Presentation skills
- Negotiations
- Finance Basics
- Sales Skills

By the end of this module you will learn:

- how to *own the room* in a meeting; how to speak up and be heard
- how to negotiate better (job offers, salary, vendors)
- how to develop your executive presence
- where you offer the most value in an organization
- how to understand basic financials of a company



HOW DOES XAP WORK?

1. It starts with an interactive **workshop for both men and women** at your organization for up to 100 participants.
2. A smaller cohort of **women** continues on in the 8-week online **XAP**.
3. Online students get **weekly emails** with **action tasks**.
4. **Material** is hosted on a **private website**. There is a private Facebook group to **connect, ask questions, share resources**.
5. There are **8 Weekly Online Group Sessions**, 7-8 pm EST, for coaching and connecting, reviewing material, keeping you motivated and moving forward, meeting guest speakers and more. You can call in from anywhere.
6. There is an optional **Graduation Retreat** and a **6-month follow-up** and continued access to the alumnae **network**.

HOW MUCH TIME DOES XAP TAKE?

Estimate 2-3 hours a week – which includes 1-2 hours of work and 1 hour for the weekly call. Plus, the work can be completed in short bursts of time.

Students who complete the program receive a **certificate** from the **Center for Innovation & Entrepreneurship, UMass Boston College of Management**.

FACULTY DIRECTOR

The program is taught by Erin McCormick, Director, Center for Innovation and Entrepreneurship at UMass Boston and former Director, Curriculum Innovation and Technology at Babson College. She was a former CIO, has started three companies and author of *Year of Action: How to Stop Waiting & Start Living Your BIG, Fabulous Life*.

