

## The Brave Fire Leader Academy 2024 TEEEX Cohort Schedule

### Level I - Leadership Intensive Series

Session	Class to Watch Before Meeting	Discussion Lead	Class Assignments
<b>Session 1   Kick-Off: Tuesday, September 17<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#1	Introduction & Preparing Leaders	Dan Jones Mike Burton	<b>Please join with cameras on</b>
#1	Watch: LV1-01 Introduction and How does the Fire Service Train Leaders	Dan Jones Mike Burton	
<b>Session 2: Tuesday, September 24<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#2	Leading vs. Managing <b>Read</b> "The Benefits of Leadership Schizophrenia" in your manual.	Dan Jones Mike Burton	Identify the styles of your leaders and yourself. What is an alternate style that can help you lead in diff situations?
#3	Ethics and Leadership Values	Dan Jones Mike Burton	Think of and write down a possible conflict of interest that you could possibly be faced with sometime, what would your options be?
<b>Session 3: Tuesday, October 1<sup>st</sup>, 2024 (90 min) 1pm EST</b>			
#4	Thinking Comprehensively	Dan Jones Mike Burton	Think of a personnel issue you have encountered and how you would apply "Prevention Thinking"
#5	Communicate Simply and Powerfully (2 parts)	Dan Jones Mike Burton	Complete "Be the Message" and determine what communication style you have.
<b>Session Break: No Zoom session the week of October 7<sup>th</sup>, 2024</b>			
<b>Session 4: Tuesday, October 15<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#7	Setting Expectations	Dan Jones Mike Burton	Draft your own set of expectations for your personnel and share with accountability partner for feedback
#6	The Coach Approach	Dan Jones Mike Burton	Think of 5 open-ended coaching style questions you could ask someone to help them open up.
<b>Session 5: Tuesday, October 22<sup>nd</sup>, 2024 (90 min) 1pm EST</b>			
#8	Conflict Management and Having Difficult Conversations	Dan Jones Mike Burton	Complete Conflict Scenario worksheet in manual.
#9	Mentoring as a Key Responsibility	Dan Jones Mike Burton	Do you have or have had mentors? Make a list of them.
<b>Session 6: Tuesday, October 29<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#10	10 Commandments and Goal Setting Level I Wrap Up	Dan Jones Mike Burton	Think about, how do you learn from your own experiences? Discuss with your accountability partner.

## Brave Fire Leader 2024 TEEK Cohort Schedule

### Level II – Leadership Mastery Series

Session	Class to Watch Before Meeting	Discussion Lead	Assignments
	Intro & Preparing Leaders		<b>Completed in Level I   Does not Repeat</b>
<b>Begin Level II Class Sessions</b>			
<b>Session 6: Tuesday, October 29<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#2	Legal Liability and HR Management	Dan Jones Mike Burton	Identify who is available to help in legal situations. Do you have the relationships in place?
<b>Session 7: Wednesday, November 6<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#3	Building Resources	Dan Jones Mike Burton	Make a list of your professional resources.
#4	Generational Style Differences	Dan Jones Mike Burton	Have you observed or been in a generational clash? What would have helped?
<b>Session 8: Tuesday, November 12<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#5	Politics - Avoiding Political Pitfalls	Dan Jones Mike Burton	Describe the political priorities of your community that your department must navigate.
#6	Productive Meetings	Dan Jones Mike Burton	Write down your best and worst experience in a meeting.
<b>Session 9: Tuesday, November 19<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#7	Time Management	Dan Jones Mike Burton	What wastes your time? Name an improvement you can and will make to your time management.
#8	Engage and Mobilize your Employees	Dan Jones Mike Burton	Come to class with your best ideas to engage employees – we will mastermind this.
<b>Session 10: Tuesday, November 26<sup>th</sup>, 2024 (90 min) 1pm EST</b>			
#9	Passing the Baton	Dan Jones Mike Burton	Write down what you hope to leave as your legacy in the Fire Department.
#10	Lessons Learned	Dan Jones Mike Burton	What is one important lesson you have learned in your career? Be prepared to share with others.