



Marsha Clark
& Associates

The POWER of Self

WELCOME AND ORIENTATION
INFORMATION

Marsha Clark & Associates
4631 Pine Valley Drive
Frisco, Texas 75034

Welcome to *The POWER of Self* Program!

We're looking forward to meeting you here in Southlake, TX **in October 2018!**

This packet contains information designed to assist you with your preparations for participating in the program. Please read all the information carefully. As you read through this packet, please notice that the following documents contain pertinent information related to the program and to the program's logistics. Please read these documents carefully, as they contain information designed to help you prepare for the program.

- General Information
- Using Your Coach for Power-filled Learning
- Sponsor's Workshop

If you have any questions or concerns, please contact us at 972/625-3884 or email: marsha@marshaclarkandassociates.com or misty@marshaclarkandassociates.com.

General Information

Program Schedule and Your Participation

The intensive nature of this program requires your full attention and energy every day. Your attendance at ALL sessions is extremely important.

Meeting Schedule

8:00 a.m. - 8:30 a.m.	Continental Breakfast
8:30 a.m. - 1:00 p.m.	Weekday & Saturday Sessions, Events & Activities
1:00 p.m. - 2:00 p.m.	Lunch
2:00 p.m. – 6:30 p.m.	Weekday Sessions, Events & Activities
2:00 p.m. - 4:00 p.m.	Saturday Sessions, Events & Activities

Program Schedule

Module 1	Seeds of POWER...The Journey Begins	Oct 11 - 13, 2018
Module 2	Self Awareness & Perceptions	Nov 14 - 17, 2018
Module 3	Building & Sustaining Trust	Jan 17 - 19, 2019
Module 4	The Power of Decision Making and Group Dynamics	Feb 21 - 23, 2019
Module 5	The Possibilities of Organizations	Apr 11 - 13, 2019
Module 6	Emerging Greatness...The Journey Continues	May 16 - 18, 2019
Coaching	Individualized	Oct 2018 – Sept 2019
	Sponsors Workshop	November 2, 2018

Please note that all Modules are 3 days in length with the exception of Module 2, which is 4 days in length.

Program Site

The Hudson Foundation
675 Randol Mill Ave
Southlake, TX 76092
(972) 625-3884

MK Larson, Power of Self class #8 graduate and Executive Director of the Hudson Foundation is a great supporter of PoS. She has graciously offered her space for delivering the Power of Self Program. Her location allows more space for activities than Marsha's home where sessions were previously held.

What to Bring

Bring comfortable clothing and shoes. Casual dress, conducive to a learning environment, is appropriate for all the sessions.

Travel Information

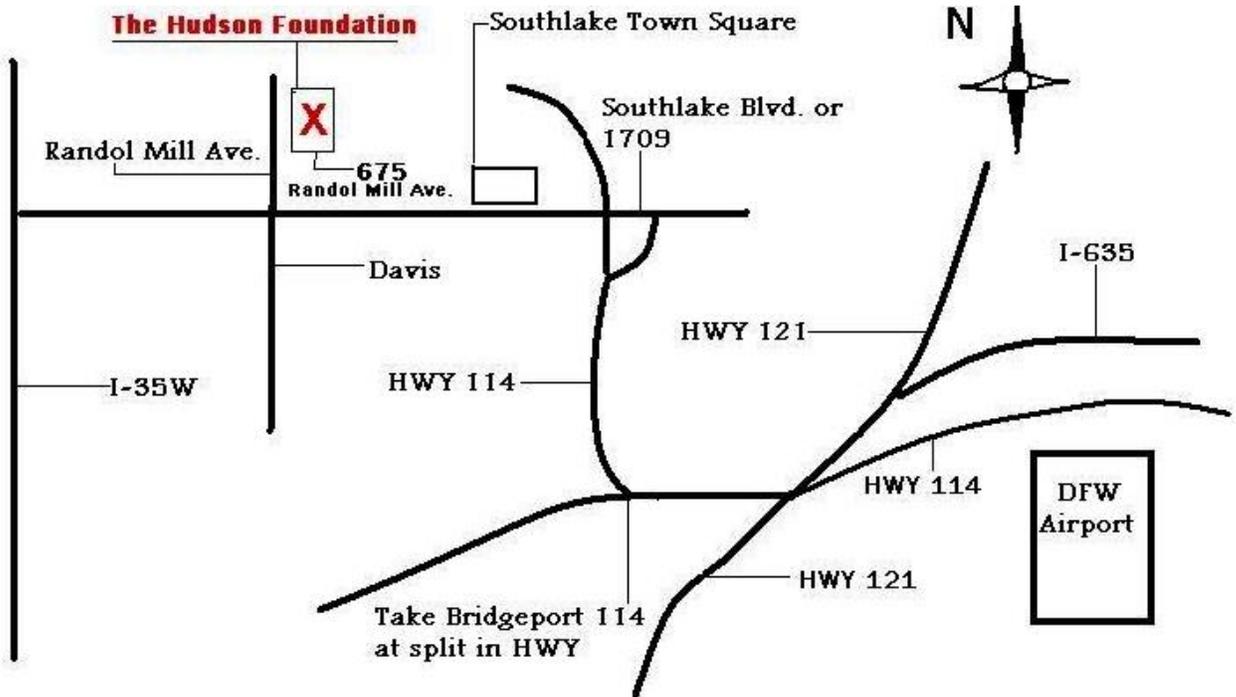
If your airport destination is **Dallas/Ft. Worth International Airport (DFW)** or **Dallas Love Field Airport** please allow at least 30-40 minutes from the time your flight arrives until you arrive at your hotel. During rush hour (6:00 - 8:30 a.m. or 4:00 - 6:30 p.m.), please allow for a full hour. Please allow extra time for travel in and out of the airport.

Transportation to and from DFW International Airport (DFW) or Dallas Love Field may be arranged through Discount Shuttle Service, individual taxi, Uber or Lyft. If arriving at DFW, collect your luggage and go to a courtesy phone for ground transportation or go outside to secure a taxi/Uber/Lyft.

Local Hotels

- ◆ Hilton Dallas Southlake Town Square – 1400 Plaza Place, Southlake TX 76092 – 817.442.9900
Rates from \$329
- ◆ DFW Marriott Solana – 5 Village Circle, Westlake TX – 817.430.5000
Rates from \$159
- ◆ Holiday Inn Express – 309 State Hwy 114 W, Grapevine TX 76051 – 817.442.5919
Rates from \$151
- ◆ Super 8 Grapevine – 250 E State Hwy 114, Grapevine TX 76051 – 817.329.7222
Rates from \$98

If you live locally and will be driving to the Hudson Foundation, the following directions are provided:



From Ft. Worth - Take I-35W north to Golden Triangle Exit, turn right onto golden triangle / 1709 and follow into Keller. Continue East to Randol Mill Ave, turn left and go approx. 4 blocks. We are on the right hand side in a gray brick office.

From Dallas - Take 635 West or 114 West past DFW Airport, continue on 114 to Bridgeport, stay on bridgeport / 114 going north and exit to Southlake Blvd / 1709. Go left on to 1709 and continue west to Randol mill Ave. Turn right and go approx. 4 blocks. We are on the right hand side in a gray brick office.

Look for Conference sign in front of our entrance.

Parking - once you pass through the double gate follow the signs past the buildings to back lot. You can park up against fence and in the field area.

The Hudson Foundation
817-431-4800

Getting Started

Using Your Coach Most Effectively

You will have greater success in achieving your desired results and applying the concepts and tools you learn if you have multiple structures to enable you. Coaching is one such structure and is a key support for your learning process. This document will help you understand what coaching is and give you details about how to effectively use your coach.

Defining Coaching

Coaching is a targeted development activity aimed at helping people achieve inspired results, generate long-term excellent performance and optimize well-being. Over the past 20 years, it has become a popular form of learning for busy people (and who's busier than a woman!). Through professional coaching, you tailor your learning process to issues relevant to you. And, working with your coach, you become more efficient at *continuously creating the results and sustaining the changes* that matter to you most.

Questions You May Have About the Coaching Process

➤ *What will my coach and I be doing together?*

You and your coach will:

- Co-create a Coaching Action Plan to optimize your specific learning objectives
- Determine ways to apply insights and learnings from this Power of Self Program
- Interpret the results of any assessments and how these relate to you
- Use real-life situations you encounter as a means for your learning

Note: Some coaching sessions will be conducted face-to-face while other coaching will occur over the phone.

➤ *Who initiates the first coaching conversation?*

You do. Upon receiving your coach's contact information, please call or email your coach to set up your first coaching conversation.

➤ *How often will my coach and I meet?*

You and your coach determine the frequency and duration of your conversations. Coaching conversations begin after you attend Module 1 in October 2018 and continue through September 2019. Twenty (20) hours of coaching are included in this program. You and your coach will agree as to how to spread this time over the span of the program. Typically, you will schedule a coaching meeting following each module. This is a terrific opportunity for personalized learning, so use this time with your coach wisely.

➤ *How can I make the most effective use of my coach?*

The most important aspect of the coaching relationship is actually the work you do outside of your coaching conversation. So, complete the commitments to action you make during this program. Other ways to ensure an effective program are:

- Be committed to your own development
- Be honest with yourself and with your coach
- Be clear about what you want
- Actively use the coaching structure
- Reflect on your experiences and share that with your coach
- Come to each coaching session prepared with ideas about how you want to best use your coaching time

Participants & Sponsors

Expectations

Participant	Sponsor
<ul style="list-style-type: none"> ▶ Make arrangements to be fully present and fully engaged at every session: <ul style="list-style-type: none"> ▶ Schedule calls and handle all non-program items outside of class time ▶ Activate your out-of-office message ▶ Name and prepare your delegates and establish agreed-upon expectations ▶ Discuss your coverage plan with appropriate staff inside your organization ▶ Escalate misalignment that might be threatening your full engagement to your Sponsor ▶ Complete your pre-work in a timely manner ▶ Present yourself as a leader of your organization in the way you dress and behave ▶ Follow through with your Learning Teams ▶ Take advantage of coaching ▶ Initiate conversations with your sponsor ▶ Put what you learn into practice – early and often 	<ul style="list-style-type: none"> ▶ Serve as the Participant’s advocate <ul style="list-style-type: none"> ▶ Understand where your participant is on their career trajectory and progression ▶ Assist in identifying required and desired experiences ▶ Put your political capital on the line to provide career opportunities ▶ Be a safe sounding board and guide on firm-, client- and employee-related issues ▶ Attend the Sponsor’s Workshop ▶ Support and deepen the learning from the program ▶ Build the foundation for a relationship with the participant fostered by the program ▶ Meet with your participant after each session: <ul style="list-style-type: none"> ▶ What did you learn? ▶ So what? Meaning, relevance, impact ▶ Now what? Call to action

Sponsor’s Workshop

The Sponsor’s Workshop is a one-day workshop for your Sponsor to attend and learn how to support you through this program. What is a Sponsor you ask? A Sponsor can be a mentor, boss, mother, husband, friend, partner... A Sponsor is someone you would meet with at the end of each module. They will ask you questions like these:

1. What did you learn?
2. So what did it mean – to you? To your team? To our organization?
3. Now what do you/we want to do differently going forward?

The purpose of the Sponsors Workshop is as follows:

1. To provide a high-level overview of the Power of Self Program.
2. To deliver some of the exercises that the women have experienced.
3. To offer some ideas about how to be an effective sponsor.
4. To provide an opportunity to share with and learn from other sponsors.
5. To provide an opportunity for sponsors to ask any questions they might have about the program.

Be thinking about who this person will be and we will send you an invitation to share with them for the Sponsor's Workshop on November 2nd, 2018

Closing

This program is not your typical training program. Many past participants tell us they were not prepared for the depth and breadth of learning they would experience, much less the strong relationships they would build with other participants, their coaches, and the staff. Having delivered this program now to over 355 women in fifteen different programs, we can assure you that this will be one of the more meaningful learning opportunities you will experience.

We look forward to seeing you soon and please don't hesitate to call us if you have any questions. Please contact any member of our staff if you have questions.

Marsha Clark: marsha@marshaclarkandassociates.com

Misty Moore: misty@marshaclarkandassociates.com

Natalie Atkins: natalie@marshaclarkandassociates.com

Office Number: 972.625.3884

See you soon!!!!