



Action Learning Training Programs

Off-the-Shelf Offerings
Appleby & Associates, LLC



This commercial off-the-shelf (COTS) training program was designed by Dr. Charles Appleby, co-founder of the **World Institute for Action Learning**, the world's only action learning coaching certification program. Dr. Appleby has facilitated hundreds of action learning programs around the world including the United States, Dubai, Kenya, Singapore, Beijing, and Shanghai.

The Action Learning program is designed to *be an integral part of an advanced leadership development program for both current and emerging leaders. It helps prepare leaders to be agile and adaptable in the face of an increasingly volatile, uncertain, complex, and ambiguous global environment.*

Training Offerings

Adaptive Leadership Development Program: Action Learning Project Coaching and Support

- **Title:** *Adaptive Leadership Development Program: Action Learning Project Coaching and Support*
- **Description:** The program is design to help teams of adult learners who are in a leadership development program lay the foundation for a multi-month action learning-based project. The projects included in the program will be important and relatively urgent challenges identified by the challenge sponsor.
- **Outcomes:**
 - Ability to use powerful questions, listening, and reflection in problem solving
 - Ability to use action learning tools and mindsets to solve difficult challenges
 - Ability to manage action learning problem solving projects
 - Ability to deliver persuasive presentations
 - Ability to assess required change management interventions
 - Ability to establish a high-performing action learning team

Action Learning Training Programs (continued)

- At the end of the program, each action learning team will have accomplished the following with respect to their project:
 - Developed a safe environment for learning and collaboration including giving high-impact feedback
 - Explored the context surrounding the challenge provided by the sponsor
 - Framed the challenge, the overarching Goal, and the project outcomes
 - Developed a project for the Research, Design, and Deployment phases of the project
 - Developed a project management plan
 - Developed a discovery (research) plan
 - Developed a solution strategy
 - Developed a change management plan
 - Developed a persuasive presentation to present to senior leaders
- **Pre-requisites:** None
- **Participants:** Members of a multi-month advanced leadership development program cohort
- **Duration:** 5 days of in-residence action learning team coaching (plus 2 days of virtual action learning team coaching)
- **Location:** In residence at the client location as well as virtual coaching between in-residence sessions as applicable.
- **Deliverables:**
 - 5 days of in residence action learning team training and coaching (the in-residence coaching may be split up into two segments if needed)
 - 2 days of virtual action learning team coaching
 - Mentor coach training (if applicable)
 - *Action Learning Participant Guide*
 - Action Learning Workbook
- **Instructor(s):** Dr. Chuck Appleby, Mark Wilson,
- **Program Manager:** Dr. Chuck Appleby

Program Option (Note 1)	Team Coaching (\$) (Note 2)	Materials (\$)	Total Cost (\$) (Note 3)
Four teams	32,000	400	32,400

Note 1: Team size must be between 4 and 6 people.

Note 2: Two coaches will support the program.

Note 3: Travel costs will be charged unless training location is within 75 miles of Washington DC. Meal and hotel reimbursement will follow client policies.

Action Learning Training Programs (continued)

If you are interested in **Leadership Development Program: Action Learning Project Coaching and Support**, please e-mail Chuck Appleby at chuck@applebyandassociates.com. We expect to offer the course only once per year, and are happy to find dates that work best for those interested or add classes as needed. We can also conduct closed programs for your organization.

CLIENT REQUIREMENTS: The client is expected to provide the following:

- Suitable training location and facilities for experiential learning including adequate wall space to post flip charts
- All audio-visual support
- Availability of breakfast and lunch facilities as well as access to morning & afternoon snacks
- Facilitation supplies including flip chart stands; flip chart paper, markers, and yellow stickies
- An organizational challenge provided by a senior project sponsor
- Action Learning Challenge Sponsors and Mentors (the latter can be the same as the challenge sponsor (i.e. the person who owns the challenge given to the teams to solve.
- Access to copying capabilities for needs that emerge during the course.
- Access to a collaboration platform for virtual sessions (e.g. Adobe Connect, Go to Meeting etc.)

INSTRUCTOR BIOS: Available on request

REFERENCES: Available on request

Contractor Data

Company Name	Appleby & Associates, LLC
Company Owner	Charles A. Appleby, Ph.D.
Type of Business	Limited Liability Corporation, State of Virginia (LLC ID S109207-3)
Date of Incorporation	21 November 2003
Corporate Headquarters	10201 Old Hunt Rd., Vienna, VA 22181
DUNS Number	102487175
Cage Code	3VUNO
Business Office Phone	703 319-8902
Business Website	http://www.applebyandassociates.com
Business Operations Manager	Sheri A. Appleby

Action Learning Training Programs (continued)