# Edinburgh Manager Programme
## Cohort 2 schedule – 2026

THE UNIVERSITY of EDINBURGH
Talent and Development

GatenbySanderson

| Month | Event | Format | Duration | Dates / deadline | ✔ |
|---|---|---|---|---|---|
| January 2026 | Familiarise yourself with programme, TEAMs site, SharePoint documents and add all dates to diary | Self-directed learning | 1-3 hours | Before programme launch | |
| | Complete Strengths profile questionnaire and review your report | Self-directed learning | 1.5 hours | Before programme launch | |
| | Complete "Being a Line Manager" document tasks | Self-directed learning | 3 hours | Before programme launch | |
| | **Programme Launch event** (location tbc when room bookings available) | **In person event** | **3 hours + travel time** | w/c 19th January 2026 | |
| | Book preferred dates for Management Essentials Modules parts 1, 2, 3 & 4 | Online task | 15 minutes | By End January | |
| February | Complete development wheel and identify personal development areas | Self-directed Learning | 2 hours | Before 'Know yourself' session | |
| | **Know yourself session** (identify personal development areas) | **Online workshop (TEAMS)** | **2.25 hrs** | Tuesday 3rd Feb, 13.45-4.00pm | |
| | Work on personal development areas / meet with peer mentors | Self-directed Learning | 2 hours | February | |
| | **Prep for Management Essentials Module 1** | **Self-directed learning** | **30 min** | **Before workshop** | |
| | **Management Essentials Module 1: The Foundations of Management** | **Online workshop** | **3 hours** | Tues 10th Feb 09:30 – 12:00<br>Tues 10th Feb PM 13:30 – 16:00<br>Weds 11th Feb AM 09:30 – 12:00 | |
| | Take time to reflect on Module 1 | Self-directed Learning | 30 min | After workshop | |
| | Prep for first Discussion Group | Self-directed learning | 30 minutes | Before discussion group | |
| | **Facilitated Management Discussion Group 1** | **Online Meeting (TEAMS)** | **2 hours** | 25th or 26th February | |
| March | Work on personal learning objectives & meet with peer mentors | Self-directed learning | 2 hours | March | |
| | **Prep for Management Essentials Module 2** | **Self-directed learning** | **30min** | **Before workshop** | |
| | **Management Essentials Module 2: Getting the best from your Team** | **Online workshop** | **3 hours** | Wed 11th March 09:30 – 12:00<br>Thurs 12th March 13:30 – 16:00<br>Thurs 12th March 09:30 – 12:00 | |
| | Take time to reflect on Module 2 | Self-directed Learning | 30 min | After workshop | |

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| | Prep for second Discussion Group | Self-directed learning | 30 minutes | Before discussion group | |
| | **Facilitated Leadership Discussion Group 2** | **Online meeting (TEAMS)** | **2 hrs** | 18th / 19th March | |
| | **Prep for Management Essentials Module 3** | **Self-directed learning** | **30 min** | **Before workshop** | |
| | **Management Essentials Module 3: Manager as a coach** | **Online workshop** | **3 hours** | Tues 31st March 09:30 – 12:00<br>Tues 31st March 13:30 – 16:00<br>Weds 1st April 09:30 – 12:00 | |
| | Take time to reflect **on** Module 3 | Self-directed Learning | 30 min | After workshop | |
| April | Prep for 3rd Discussion Group | Self-directed learning | 30 minutes | Before discussion group | |
| | **Facilitated Leadership Discussion Group 3** | **Online meeting (TEAMS)** | **2 hrs** | 22nd / 23rd April | |
| May | **Prep for Management Essentials Module 4** | **Self-directed learning** | **30 min** | **Before workshop** | |
| | **Management Essentials Module 4: Managing Yourself** | **Online workshop** | **3 hours** | Weds 6th May AM 09:30 – 12:00<br>Thurs 7th May AM 09:30 – 12:00<br>Thurs 7th May 13:30 – 16:00 | |
| | Reflect on programme learning to date | Self-directed Learning | 1 hour | After workshop | |
| | Complete reflections log, prepare and record reflections video | Self-allocated time | 2 hours | Friday 29th May | |
| June | **Self-facilitated Management Discussion Group 4** | | **2 hours** | 3rd or 4th June | |
| | Give & receive feedback on reflections video (peer mentors & nominating manager) | Self-directed time | 2 hours | by Friday 12th June | |
| | **Making a Difference celebration event** (location tbc when rooms available) | **In person event** | **3 hours** | W/C 22nd June | |
| | Development review discussion with nominating manager to discuss objectives and actions going forward | Self-allocated time | 1 hour | By end of September 2026 | |
| | **Total anticipated time commitment to complete programme:** | | **53 hours** | | |