Suggested Session Topics

These are suggested topics for conference sessions that have been compiled by the Leadership Conference Committee based upon the requests of students. Please feel free to suggest sessions based on topics that are not listed here. However, please understand that the committee will decide whether or not the proposal fits into our vision for the conference.

Once you establish your topic and please determine the focus of your session and whether it will be designed for either emerging leaders, intermediate leaders, or advanced/transitional leaders. Also, please specify whether or not your program is structured for undergraduate or graduate students.

**Session ideas for transitional leaders:** (savvy third or fourth year students looking at applying their leadership to the workplace):

- Articulating your leadership experience
  - Sharing your impact through a well-crafted resume
  - Experience based interviewing
  - How to translate/transfer your affinity affiliation to the work world
- Personal finances
- Being a well-rounded professional
  - Work life balance
  - Community involvement
- Making a move
  - Transitioning to a new city
  - Making friends and finding your niche
- Your first professional position
  - How to communicate professionally & effectively through use of: PowerPoint, email, texting and phone
  - How to focus on technical skills until you can assume positions of leadership and influence
- Asking for feedback
  - From supervisors
  - From peers
- Interacting with upper management
  - Etiquette at specific types of meetings (lunch, business, after work)
- Mentoring
  - Why is mentoring beneficial
  - How to identify mentors
- A day in the life of a professional
  - Balance
  - Time management
- Capitalizing on linkedIn & other professional networks

**General session ideas (applicable for any level of experience unless described otherwise):**

- **Accountability** – how to hold members accountable
- **Alumni Involvement** – how to keep alumni involved
- **Advisors** –
  - The benefit of advisors to the organization
  - How to engage advisors meaningfully
- **Balancing**
  - How to manage academics and leadership involvement
- **Books**
  - Read a good book on leadership theory, group development or skill building—we would love to hear about it!
- Collaboration
  - Why is it important
  - Keys for success
- Community service/involvement
  - How to plan a good community service event
- Event Planning
  - How to create a longstanding campus tradition
  - Risk management
- Evidence-based decision making
- Finances
  - Organization finances and budgeting
  - Fundraising and generating new sources on income
- Getting involved with Cleveland community
- GLBT
  - About GLBT students
  - How to support students more on campus
- Goal setting
- Going green as an organization/individual
- Greek Life topics
  - Ritual- talking about education, strengthening your ritual
  - PNM Perspective- Sorority Recruitment- reminder of what a potential member goes through
  - How to establish a good judicial board
  - How to have an effective party- FIPG
  - How to keep out of house chapter members involved
- Group dynamics
  - How to build a successful team
- Icebreakers and team builders (how to keep meetings fun)
- Interpersonal skills
  - What soft-skills are important for leaders
- Leadership (general topics)
  - How to be a good member without an office position
  - Self awareness
  - How to give and take feedback and criticism
  - Win elections for the position you want
  - How to manage a budget
  - Retreat planning
  - Robert’s Rules for Dummies/ Good ways of running a meeting
- Leadership Styles
  - How to identify your personal style
  - How to work with individuals who have different styles
- Leadership Theory
- Learning Styles
  - Different learning styles for different people
  - Several different types of activities (speakers, hands-on, group activities, individual reflections)
  - Alternative ways of learning- study abroad, undergraduate studies, Source info
- Life Skills
  - Managing a your own budget/finances
  - Dress for Success and Interview Etiquette
  - Negotiation skills
  - Moving to a new city: how to get an apartment, network with people, find out the cost of living etc.
  - Professional etiquette (communication, dining, etc)
• Managing Conflict
  o Label the types of ways we handle conflict
  o Compromise
  o Handling conflicting opinions when decision making in an organization
• Mentoring younger leaders in your organization
• Momentum
  o Getting Stuck in Group-Think Dilemmas
  o Dealing with Negativity Within Your Group
  o How to present unpopular ideas
  o Keeping the whole group working towards a common goal
  o How to personally keep momentum as a leaders when encountering roadblocks
• Motivation and member appreciation
  o How to keep members motivated
  o How to appreciate/thank members
  o How to handle apathy
• Networking—What are some tools?
  o Meeting new people—Don’t be afraid!
  o Learning how to be a connector—By helping others you help yourself!
  o Be a great listener—It’s about the relationship, not you!
  o Learn how to ask—It’s not what you say, but how you present it!
• Next Step after College
  o Career Center/Job search prep work
  o Graduate school preparation
    ▪ How to leverage your experience to get into grad school or land an awesome job
  o How to choose the company that is right for you
  o How to work with your boss/supervision
• Public Relations
  o Simple tutorial Photoshop
  o Brainstorm PR Ideas: Banners, flyers, invites, etc.
  o Public Relation resources for student organizations
  o How to create a cohesive branding/marketing campaign for your organization
  o Utilizing social media
• Retention
  o How to keep members invested and excited about your work
  o How to utilize seniors in an organization
• Succession/transitioning of Roles
  o Retreat for new/old executive members
  o How to get new members involved
  o Summer transitions (reminding the group about the importance of Its work through the summer, to do lists, etc)
  o Transitioning from member to executive leaders
• How to take on a leadership Role—Confidence Building
• Learning How to Compromise
• Speaking in front of people
  o Overcoming Stage Fright—Practice?
  o Confidence Booster
  o Skills Workshop—How to become a good facilitator
• Stress Relief; taking time for yourself
• Time Management