



OFFICE OF
FACULTY AFFAIRS

Chairs Development Workshop



Date: August 26, 2025



Time: 8:30 AM – 12:30 PM



Location: CKB Agile Strategy Lab, Room L-70



New Jersey Institute of Technology

Workshop Program

- **8:00 AM – 8:30 AM** Breakfast
- **8:30 AM – 8:45 AM** Welcome & Introduction
- **8:45 AM – 9:45 AM** Planning and Resource Management
 - Reflection and Goal-Setting Questionnaire
- **9:45 AM – 10:45 AM** Breakout Session (Wisdom Circles)
 - Effective Strategies for Upward, Downward, and Lateral Communication
 - Leading and Empowering Others in Times of Uncertainty
 - Building a Culture of Collaborative Problem-Solving
- **10:45 AM – 11:00 AM** Maintaining Well-being and Avoiding Burnout
 - Designing Your Leadership Roadmap
- **11:00 AM - 12:30 PM** Delivering Effective Feedback: Elissa Zylbershlag, Work Wise Labs