

The Professional Development and Leadership Lecture Series Presentation Proposal Submission Form

The Professional Development and Leadership Lecture Series (PDLLS) is designed to provide education centered around enhancing leadership skills and competencies and assisting with preparing faculty for more senior roles. Your presentation should include clearly defined [learning objectives](#) and [engagement activities](#).

Presentation Format

- 60 minutes (Recommended: 50-min presentation, 10-min Q&A)
- ZOOM is the platform being used
- Presenters WILL have a host to assist with monitoring chat and in-session tech assistance

First Name

Last Name

Credentials (e.g. MD, PhD)

Job Title

Department

Email

Phone

Briefly Tell Us About Yourself

(short bio 100 words or less)

What is your presentation title?

Provide a short description of our presentation

List three learning objectives for your presentation

Have you given this presentation before? Yes or No

Which category will your presentation most closely align with?

- Leadership Essentials or Basics
Some topics: styles/types of leadership, leadership assessment, Myer Briggs, understanding leadership, team management, etc
- Organization Management (Organizational Leadership)
Some topics: innovation, strategic planning, finance, fundraising, navigating politics, shared vision, leading change, DEI.
- Emotional Intelligence
Some topics: self-awareness, interpersonal skills, communication styles, giving and receiving feedback, conflict resolution, coaching and motivating others.
- Potpourri
Some topics: presentation skills; wellness/stress management; time and energy management; managing multiple job roles; problem-solving.

Presentation Resources

[Liberating Structures](#)

[Quick Tips for Preparing a PowerPoint Presentation and Engaging the Audience](#)

Save and email the completed form to creese-queen@som.umaryland.edu