

Retreat! Retreat!
Marching Forward for Departmental Success.
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1) Lecture Objectives

- a. The participant will gain an understanding of the importance of defining the intent of the retreat before any event is planned.
- b. The participant will be given a step-by-step guide on planning, preparing and delivering a retreat experience for the faculty.
- c. The speaker will share tips, tricks and techniques to ensure success at a retreat event.

2) Lecture Outline

- a. How to Plan, Prepare and Deliver a Killer Retreat
 - i. Initial steps
 1. Evaluating the need for a retreat
 2. Evaluating the receptivity of the Department
 3. Selecting a date and a venue
 - ii. Envisioning your desired outcome
 1. Define the goals of the retreat in your mind
 - a. Motivation, morale, cohesion, operational?
 2. The death trap of informational retreats
 - iii. Obtaining Buy-in from the faculty
 1. Using a survey to sample faculty pulse
 2. Using work groups in pre-retreat work tasks
 3. Confronting truth. Are you ready?
 - iv. Developing actionable plans
 1. Post retreat work groups
 2. Defining measurable goals.
 3. Post retreat reporting
 - v. Tricks, tips and techniques for success
 1. Things I've learned. Mistakes I've made.