

Format : In person or online, via the web conferencing tool of your choice

Total duration: 45 minutes to 1 hour

AGENDA

Prepare your meeting agenda based on this model that can be tailored to your needs. Return it to us by email no later than two days before the meeting.

- 5 minutes: “Arrival” of The A Effect Team, program participants and their managers and/or members from the human resources team
- 5-10 minutes: Introductory remarks from the program leader, senior executive and/or human resources manager
- 5 minutes: Testimonial from a program graduate (if possible)
- 10-15 minutes: Program presentation by The A Effect Team (methodology, pillars, role of managers and key moments) followed by a quick question and answer period
- 5-10 minutes: Roundtable to get to know the cohort program participants
- 15-20 minutes (optional): Discussion period between participants, facilitated by the program leader or The A Effect graduate (if possible)

Here are a few suggested talking points:

- Why are you participating in The A Effect’s program?
- How do you define ambition?
- What do you hope to learn from this experience?