



FREQUENTLY ASKED QUESTIONS

Applications Open Until August 30; Payment Due September 13

What are the dates for the program?

Fall 2024 Cohort: Begins the week of September 29, 2024, and concludes in early March 2025. Specific days and times will be determined based on registration preferences. While we cannot guarantee your preferred schedule, we will do our best to accommodate.

Spring 2025 Cohort: Starts in February 2025 and runs through June 2025. Registration for this cohort is currently open.

What is the application process?

The online application process takes less than 10 minutes to complete. In the application, we are asking not only for your experience but also for your development goals. This information will be used to place you with others with a similar focus.

The application can be found at: <https://www.paytechwomen.org/page/PayTechWomenExecutiveAcademy>

How long are the cohort group sessions?

Each session lasts 90 minutes. Teaching sessions will be recorded for later viewing, but coaching sessions will not be recorded. The format alternates between "Teach" and "Coach" sessions:

- Teach: Learn and practice a new skill.
- Coach: Debrief and discuss how participants applied the skill in their professional settings.

What else is included in the program besides the 12 cohort group sessions?

Participants will receive:

- Two 50-minute individual leadership coaching sessions with a certified executive coach.
- Two profiles to enhance leadership skills:
 - Emergenetics Profile: For self-awareness and communication.
 - Conflict Dynamics Profile: To understand your conflict style.

Can I get a detailed syllabus or curriculum overview?

The specific topics will vary based on the needs of the individuals who apply. (That's why that application process is so important!) Some topics you might expect include:

- Emotional Agility at Work
- Utilizing Strong Leadership Language
- Integrating Your Life and Career Vision
- Your Strategic Mindset
- Building Influence and Relationship Capital
- Developing High Performing Teams
- Understanding Conflict Dynamics

- Fearless Difficult Conversations
- Leading as a World-Class Listener
- Giving and Receiving Feedback Authentically

How will I access the program materials?

All materials and communications will be available on a learning platform for easy reference at any time.

What happens if I miss a session? Are they recorded?

Teaching sessions will be recorded and made available for future viewing. However, due to the confidential nature of group coaching sessions, those will not be recorded.

What is group coaching?

Group coaching provides a confidential space where deep relationships are formed. It is an opportunity to bring issues for counsel and feedback, share challenging professional and personal situations, and celebrate successes together. Facilitators will guide discussions to highlight wins and challenges from previous sessions, but the primary focus is on sharing best practices and learning from one another.

Will I be placed with others in a similar career stage or others from my company?

Our goal is to group individuals at similar career stages together:

- Emerging Leaders: Less than 15 years of experience.
- Senior Leaders: More than 15 years of experience.

Placement will depend on registration demographics.

How many sessions am I required to attend?

To receive the certificate of completion and the LinkedIn profile badge, you may miss up to three sessions.

Are there any networking opportunities within the program?

While this is not specifically a “networking” group (i.e. no selling or promotions of services is allowed), the goal is that you are building a network of trusted advisors and friends who can grow with you in this industry.

Is there a follow-up or alumni program after completing the cohort?

Yes! Our alumni meet at the PTW Leadership Summit each year. We also invite alumni to be “matches” with current participants.

What is the expected time commitment outside of sessions?

On average, you should expect to put in 1-2 hours a month outside of the session. We understand your already heavy commitment schedule, so our practices are designed to be integrated into your day-to-day work. We will always offer extras if you want to go deeper though!

Will there be opportunities for peer feedback?

Absolutely! Our group coaching sessions are designed to be a place where you can bring a situation for feedback and advice. We encourage you to develop one-on-one relationships outside of our sessions and call on one another for support!

What is the cost of the program?

The cost of the program is \$8,500. This program is benchmarked against other executive education programs. What is special about this program is that it is not a “one and done” 4-day training session, it is a 6-month program where you go deep with your counterparts in this specific industry. These are relationships that last a lifetime!

Is this program eligible for reimbursement?

You are strongly encouraged to ask your leadership for sponsorship into this program. It is step one of advocating for yourself and your growth! Tie this program to your identified goals from performance management, use your HR team to help advocate for a high performer, or encourage your leader to use their T&E budget – get creative!

(Of course, each employer is different, but the answer is always No until you ask!)

**For any additional questions or assistance, please feel free to contact us.
We're here to support your leadership journey!**



Your PTW Executive Academy Facilitators and Coaches

Stephanie Polen

Founder, Unshakeable Women

President, The Polen Group

stephanie@thepolengroup.com

<https://www.linkedin.com/in/stephaniepolen/>

Julie Holunga

Founder, Women's Catalyst Network and

Chinook Executive Coaching

julie@julieholunga.com

<https://www.linkedin.com/in/julieholunga/>