



New Leader Pathway: What Managers Must Know



What is the New Leader Pathway?

A self-paced leadership development program on Learning Hub that combines resource-sharing and skill development to equip new leaders with relevant tools, tips, expectations, and more to be the most effective early on in their role. The *New Leader Pathway* covers all things a new UW Medicine leader must know, do, attend, plan for, and who to go to for what.

Why is the New Leader Pathway important?

- It helps to ensure smooth onboarding
- It helps improve retention
- It invests in our new leaders on day one
- This content saves everyone LOTS of time!

Who will it be assigned to?



All new UW Medicine professional staff who have at least 1 direct report in Workday (whether the leader was hired externally or promoted from within) will be assigned it in Learning Hub and required to complete it in 3 months.



Here are the topics covered:

- UW Medicine Organizational Priorities
- Leader Expectations & Competencies
- Equity, Diversity, and Inclusion (EDI)
- Key HR Contacts
- Workday, Kronos, and Payroll
- Leader Presence
- One-on-ones and Rounding
- Setting Team Goals & Priorities
- Running Meetings
- Coaching
- Professional Development Options
- Performance Evaluations
- Annual Workforce Survey
- Corrective Action
- Resolving Conflict
- Hiring & Onboarding
- Mentoring & Developing
- Peer to Supervisor
- Compensation
- Complaint Resolution



Three expectations of participants:

1. Complete the program by the due date (1 hour per week).
2. Complete all surveys.
3. Apply the learning and share relevant tips, tools, and resources with their team, peer leaders, and their manager.



Five expectations of managers who have a team member participating:

1. If you have a new leader joining your team, lookout for an email from system@sumtotalsystems.com that contains their due date, tips on how you as a manager can support them, and more.
2. Drive accountability and completion by protecting their time.
3. Make clear the importance of leader onboarding.
4. Encourage ongoing professional development and role-model it to your teams.
5. Show engagement by asking questions about what they're learning and how they're applying it. You'll receive questions via email about the topics that you can ask during one-on-ones.



We're excited to roll this out! Feel free to share this infographic with anyone who may be interested! Thank you in advance for your support of our new leaders. Email odtreg@uw.edu if you have questions.