

Leadership One

Purpose

Leadership One (L1) is designed to develop the skills of motivated, emerging leaders and empower them to address the challenges of TxDOT's ever-changing environment.

Form for This Procedure

Form 2486, Leadership One Program Application, is used to apply for this program. [Download this form from eForms.](#)

General Conditions

Leadership One is a six-month program designed specifically to develop leadership skills at all levels of the organization. Participants benefit from the program by gaining the skills, competencies, and values necessary to lead employees effectively, achieve personal mastery and promote a meaningful culture within TxDOT. More information about the program is available on the [Leadership One](#) SharePoint page.

Leadership One provides development opportunities for participants to build and practice the following skills:

- ◆ Team building – all participants will be required to take part in a team project
- ◆ Decision-making
- ◆ Planning
- ◆ Organizing
- ◆ Problem solving
- ◆ Communication, and
- ◆ Interpersonal relationships.

Eligibility

The target audience for Leadership One is high-potential, high-performing managers who have exhibited leadership skills and have expressed interest to advance in the organization.

The following minimum requirements must be met by candidates for the program:

- ◆ Expressed desire to participate in the program
- ◆ Achieve job performance and productivity expectations as confirmed by their most recent performance review
- ◆ No disciplinary actions in the last 12 months, and

- ◆ Approval by their director.

Candidates are required to have completed the following TxDOT required supervisor courses:

- ◆ DEV107 – Performance Management
- ◆ DEV220 – Progressive Discipline
- ◆ DEV240 – Interviewing and Hiring
- ◆ DEV115 – Practical Supervision
- ◆ DEV267 – Substance Abuse
- ◆ DEV281 – Workplace Violence

Applying for Leadership One

The application process for employees who meet the preceding eligibility requirements is as follows:

1. Employee completes Form 2486, Leadership One Program Application. [Download this form from eForms.](#)
 - a. Take time to fully develop sufficient answers to the applicant questionnaire section.
 - b. Agree to the program terms and conditions.
 - c. Sign and hand-deliver to employee’s director.
2. Employee’s director reviews and signs to approve. Sends signed application to the Leadership One Program Administrator in HRD Workforce Development.
3. Program administrator verifies prerequisites and eligibility and forwards the application to the approval committee for review.
4. Approval committee makes determination on acceptance based on information supplied by the employee’s application and any other relevant, non-discriminatory considerations.
5. Following the approval committee’s review, the program administrator contacts the applicant with the results.
6. Approved applicants will receive information about the program, including travel arrangements for those who need to travel to Austin.
7. Participants will meet six times in Austin, for two days each trip.