



VBA Management Development Program

Session Five, PRE-WORK

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Due Date: January 8, 2021

Meet a final time with the CEO or same senior person you met with as you prepared for Session One. Schedule this meeting between December 16 (the day after Session 4) and Friday, January 8 (the final Friday before the two days of Session Five the following week). **YOUR PRE-WORK ASSIGNMENT IS DUE TO GAIL NO LATER THAN THE END OF THE DAY ON FRIDAY, JANUARY 8.**

Plan to talk with your CEO/senior person about key take-aways from Sessions 1, 2, 3 and 4 which you wish to learn more about from your CEO's/senior person's perspective.

Send a memo to Gail summarizing the content of your discussion...what you asked...feedback you received. Please type in the subject line of your email to ***Gail Session 5 Pre-Work Assignment.***