

ICAA's Leadership in Wellness Management certificate course

Timeline/Deadlines

20 weeks: Monday, January 14th–Sunday, June 2nd, 2019

20 weeks; all must be submitted by MIDNIGHT (according to your time zone) of the Sunday, every 14 days. Due dates are listed below.

Introduction; Module 1: Monday, January 14th–Sunday, January 27th

Complete reading and activities for: **Introduction** and **Module one**: Strengthening the wellness culture
Due: Introduction Post; Getting to know you survey; Edit profile
Due: Module one: Quiz; Assignment: Discussion Forum post and 2 contributions to discussion threads.

Module 2: Monday, January 28th–Sunday, February 10th

Complete reading and activities for: **Module two**: Communicating effectively
Due: Module two: Quiz; Assignment: **Group Work**: Conflict management case study

Module 3: Monday, February 11th–Sunday, February 24th

Complete reading and activities for: **Module three**: Leading and managing
Due: Module three: Quiz; Assignment: Job description for wellness manager

Module 4: Monday, February 25th–Sunday, March 10th

Complete reading and activities for: **Module four**: Collecting data
Due: Module four: Quiz; Assignment: Develop a plan to conduct a needs assessment

Module 5: Monday, March 11th–Sunday, March 24th

Complete reading and activities for: **Module five**: Building the business case
Due: Module five: Quiz; Assignment: Business case: part one; Discussion posts

Module 6: Monday, March 25th–Sunday, April 7th

Complete reading and activities for: **Module six**: Creating and managing high performing teams
Due: Module six: Quiz; Assignment one: Team members and team operational guidelines

Module 7: Monday, April 8th–Sunday, April 21st

Complete reading and activities for: **Module seven**: Evaluating performance
Due: Module seven: Quiz; Assignment: Develop an evaluation framework

Module 8: Monday, April 22nd–Sunday, May 5th

Complete reading and activities for: **Module eight**: Enhancing marketing and advocacy skills
Due: Module eight: Quiz; Assignment: Marketing plan

Module 9: Monday, May 6th–Sunday, May 19th

Complete reading and activities for: **Module nine**: Catalyzing change
Due: Module nine: Quiz; No assignment due, work on Business case and e-Portfolio

Module 10: Monday, May 20th–Sunday, June 2nd

Complete reading and activities for: **Module ten**: Technology overview
Due: Module ten: Quiz; Assignment: Final Business case, e-Portfolio, course evaluation



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Active Aging®**

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