



2025-2026 Soroptimist Leadership Fellows Program

Agenda, Session Descriptions and Learning Objectives

Saturday, December 13, 2025, 12 – 4 p.m. (EDT)

Welcome, Opening Remarks & Fellows Spotlights

12:00 p.m.

Ilesha D. Brown, Chief Impact & Engagement Officer

Don't Travel Without Your Map:

The Necessity of An Employee/Volunteer Handbook

12:10 p.m.

Charlisa Holloway Edelin, Esq.

A clear, well-designed handbook is essential for setting expectations, ensuring compliance, and fostering a positive culture. This session highlights the key elements of effective handbooks and how they serve as practical tools for communication, accountability, and engagement. Using real-life examples, we'll explore strategies to create or update handbooks that support both employees and volunteers.

By the end of this session, participants will be able to:

- Explain the purpose and value of an employee/volunteer handbook.
- Identify essential components, including position descriptions and policies.
- Apply practical strategies to develop or revise a handbook that meets organizational needs.

How to Deal with Difficult People

1:25 p.m.

Nicole Simmons, SIA Associate Senior Director of Leadership and Volunteer Engagement

Conflict is often seen as something to avoid—but what if it could be a source of growth and stronger relationships? In this interactive session, we'll explore Amy E. Gallo's TED Talk "The Gift of Conflict" and reframe how we think about disagreements in our personal, professional, and volunteer lives. Through polls, group discussion, and reflection, participants will examine their instinctive responses to conflict, identify strategies to navigate difficult situations, and discover how to see conflict as an opportunity rather than a setback.

During this session, attendees will:

- Explain Amy Gallo's concept of conflict as a potential gift and its personal relevance.
- Identify strategies from the TED Talk to approach difficult situations constructively.
- Reflect on past or current conflicts to uncover potential benefits and lessons learned.

Project Management Made Simple

2:10 p.m.

Maureen Wallbeoff

This interactive virtual training builds on first session's Project Management fundamentals with a focus on practical skills you can apply immediately to projects in your work or personal life. Participants will explore strategies for setting and managing realistic deadlines, staying organized, and will review smart problem-solving tactics to help you deal constructively with budget constraints and unexpected project challenges. Through guided discussions and small-group breakouts, you will practice solutions for keeping your project teams aligned and moving forward.

By the end of this session, participants will be able to:

- Apply techniques to set and manage realistic project deadlines.
- Use practical methods to stay organized and keep project details (and your team) on track.
- Identify and address common project challenges, including budget and resource limitations.
- Develop strategies for overcoming roadblocks and reaching team agreement.
- Strengthen confidence in leading projects of varying size and complexity.

Group Activities: Insights and Reflections

3:25 p.m.

Lydia Tortolero, Associate Manager, Events and Engagement

As you reach the midpoint of your Fellows journey, this interactive session offers an opportunity to pause, reflect, and connect. Together, we'll share insights and feedback on the small group activities you've completed so far, explore the impact of collaborating with different groups, and discuss lessons learned from the September TED Talk, "How to Resolve Conflict" by Karleen Savage. You'll also have a chance to share how you've applied your personal elevator pitch in real-life settings. This open discussion is designed to celebrate progress, surface challenges, and gather input to make the remaining Fellows experience even more meaningful.

During this session, participants will:

- Reflect on key takeaways and challenges from the first two Fellows small group activities.
- Evaluate how working with different groups has enhanced collaboration, learning, and networking.
- Discuss practical insights gained from the TED Talk "How to Resolve Conflict" and how these ideas can be applied to personal or professional situations.
- Share examples of using their personal elevator pitch and identify opportunities for improvement.

Next Steps for Korea

3:50 p.m.

Nicole Simmons, SIA Associate Senior Director of Leadership and Volunteer Engagement

Closing Remarks

3:55 p.m.

Ilesha D. Brown, Chief Impact & Engagement Officer