

## Putting Flexibility to Work SAMPLE WORKSHOP AGENDA

Time	Topic
8:30-9:00	Registration, continental breakfast
9:00-9:30	Dr. Dickson's Introduction to Workplace Flexibility
9:30-9:35	Break into small groups
9:35 -9:55	<b>SMALL GROUP BREAK-OUT SESSION</b> Introductions - Name, affiliation and expectation for workshop
9:55-10:25	Discussion Why do you want your workplace to be more flexible? What is your goal? Who will benefit?
10:25-10:40	What are the barriers you face?
10:40-10:55	Break
10:55-11:15	Brainstorm ways to overcome barriers
11:15-11:35	Individually, develop 3 steps you can take upon returning to work to move forward flexibility in your organization
11:35-12:00	Share steps with group, and group provides feedback
12:00-12:30	<b>LARGE GROUP DISCUSSION</b> Each breakout group summarizes what was discussed and presents to large group (10 mins per group, includes time for Q&A)