



COACHING, TRAINING, AND MENTORSHIP  
FOR NEW EXECUTIVE DIRECTORS

# ED PROGRAM DELIVERY DETAILS: Prince Edward Island

The ED Academy is a facilitated 12-month training, coaching, and mentorship program that is being offered by the United Way Maritimes in New Brunswick, Nova Scotia, and Prince Edward Island. It includes a blend of in-person training sessions and self-directed online learning.

**Where:** Hunter River or Charlottetown (exact location to be confirmed).

**Duration:** April 2025 - March 2026

**Learning Environment:** Facilitated live sessions, online classroom for self-directed learning, monthly Office Hours and Study Hall, and an online community portal.

**Time Commitment:** Participants should expect to spend approximately 12-15 hours per month with the ED Academy.

## Details:

- 1. Facilitated Live Sessions:** The following table maps out the dates, times, and format of each facilitated live session. These sessions allow participants to build relationships, discuss their roles, and apply the self-directed learning in a community of nonprofit leaders. These sessions will take place in person with the exception of January and February of 2026, which will take place virtually to avoid adverse weather and travel conditions.

Lunch, along with coffee, tea, and snacks, will be provided for in-person sessions.

Session #	Date	Time	Format
Session #1	Wednesday, April 9, 2025	10am-4pm	In-person
Session #2	Wednesday, May 7, 2025	10am-4pm	In-person
Session #3	Wednesday, June 11, 2025	10am-4pm	In-person
Session #4	Wednesday, July 9, 2025	10am-4pm	In-person
<b>Break - August</b>			
Session #5	Wednesday, September 10, 2025	10am-4pm	In-person
Session #6	Wednesday, October 8, 2025	10am-4pm	In-person
Session #7	Wednesday, November 5, 2025	10am-4pm	In-person
Session #8	Wednesday, December 3, 2025	10am-4pm	In-person
Session #9 - Part 1	Wednesday, January 14, 2026	9:30am-12:30pm	Virtual
Session #9 - Part 2	Wednesday, January 21, 2026	9:30am-12:30pm	Virtual
Session #10 - Part 1	Wednesday, February 11, 2026	9:30am-12:30pm	Virtual
Session #10 - Part 2	Friday, February 20, 2026	9:30am-12:30pm	Virtual
Session #11	Wednesday, March 11, 2026	10am-4pm	In-person

- 2. Online Classroom:** The online training is hosted on a learning platform that allows participants to progress at their own pace. It includes short videos, assessments, and over 100 tools, templates, and resources tailored for not-for-profit organizations, such as policy manuals and budget templates.

The self-directed learning modules are accessible from program start, meaning that participants can access specific topics that are most pressing for them. For example, a participant can use an audit checklist to prepare for their first audit instead of following a set training pathway.

- 3. Office Hours:** These 1-hour virtual sessions will take place monthly, and are an opportunity for participants to access their facilitator directly, ask questions, discuss challenges, and receive personalized coaching in a supportive, interactive setting.

These sessions are mostly scheduled for 11am on the third Thursday of each month.

- 4. Study Hall:** Participants can choose from two options for the monthly 1-hour Study Hall sessions. These virtual sessions offer structured time for participants to engage in self-directed learning within the online classroom and work alongside their peers - either collaboratively or independently.

By design, these sessions reinforce the importance of prioritizing planning and professional development by having dedicated time in the calendar for solo work. Sessions are scheduled as follows:

Month	Option 1	Option 2
April	Monday, April 28, 2025 (3pm)	Thursday, May 1, 2025 (11am)
May	Monday, May 26, 2025 (3pm)	Thursday, May 29, 2025 (11am)
June	Monday, June 23, 2025 (3pm)	Thursday, June 26, 2025 (11am)
July	Monday, July 21, 2025 (3pm)	Thursday, July 24, 2025 (11am)
<b>August</b>	<b>Break</b>	
September	Monday, September 22, 2025 (3pm)	Thursday, September 25, 2025 (11am)
October	Monday, October 27, 2025 (3pm)	Thursday, October 30, 2025 (11am)
November	Monday, November 24, 2025 (3pm)	Thursday, November 27, 2025 (11am)
December	Monday, December 15, 2025 (3pm)	Thursday, December 18, 2025 (11am)
January	Monday, January 19, 2026 (3pm)	Thursday, January 22, 2026 (11am)
February	Monday, February 23, 2026 (3pm)	Thursday, February 26, 2026 (11am)

### Questions?

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