



Please note:

Enrolment will be made through ESSARPs web page. If you have enrolled for a course and will not be able to attend a single session or the whole course, please advise at the Centre as soon as possible. Please ensure a prompt start by planning to arrive in advance of the beginning of the session.

D1070 - Webinar - Planning for leadership step by step

Dates: 13 & 27 March from 17:30 hs. to 19:30 hs. - 2026

Venue: Distance

Sessions: 2 **Minimum attendance for certificates:** 2

Vacancies per school: 5

For: Heads and teachers

Please enrol before: **2026, Mar 10th**

Facilitator(s): *Ms. Mercedes Perez Berbain MA*

Mercedes Pérez Berbain has been involved in teacher education for more than 30 years. At present she is a mentor of leadership for educators. She is a faculty member at Pilgrims Teacher Training (UK) and ESSARP (Argentina). She is a reviewer for several educational journals, such as LACLIL and AJAL. She holds an M.A. in Education with Distinction from Oxford Brookes University, UK. She has written materials for Pearson and OUP, and co-edited for Palgrave Macmillan International Perspectives on Diversity in ELT (2021). She has designed on-line courses for Orient BlackSwan. Her research interests include leadership, inclusion, and young learners.

Objectives:

- Evaluate your previous experience to set new goals and plan strategically.
- Plan for leadership step by step: Yearly, term, monthly and daily planning.
- Think of school projects.
- Budget for time and human energy as main resources.
- Plan the learning environment.
- Build the team and delegate.
- Share your plan with your team, learners, and parents.

Contents: Planning your year, the first term, the month and the first week strategically.
Leadership

- The power of a weekly schedule
- The learning environment

Goals and vision

- Focus (how to achieve goals)
 - Resources
 - Project/s
 - Collaboration

Bibliography: to be given during the sessions

Methodology: Interactive session

Date: Thursday March 6th from 6 to 8 pm and Thursday March 20th from 6 to 8 pm

or

Thursday March 13th from 6 to 8 pm and Thursday March 27th from 6 to 8 pm