



English Language Teachers’ Summer Seminar 2026

Week 2: 3 – 8 August

Beyond the ELT Classroom: Leadership and Management for Language Teachers

Tutor: Robert McLarty

This dynamic workshop is designed for English language teachers looking to expand their impact beyond the classroom when progressing into an educational management role.

During this workshop, you will:

- Explore and critically evaluate key aspects of academic management
- Develop strategies for managing yourself, your projects, and your teams
- Learn how to transfer and apply teaching skills to leadership and management contexts

Through five interactive sessions, you will examine real-world scenarios where effective management makes a difference. Starting with classroom management techniques, you will learn how these skills can be adapted to project, resource, and academic management. You will also engage in collaborative exercises to build practical management tools.

This course is ideal for teachers with current responsibilities who want to enhance their ability to communicate effectively, solve problems, lead projects, and manage colleagues—or for those aiming to transition into a leadership role in the future. By the end of the course, you will be equipped with actionable strategies to thrive as an academic leader while leveraging your teaching expertise.

<p><b>Session 1</b> Monday</p>	<p><b>Getting started</b></p> <ul style="list-style-type: none"> <li>• What are the qualities of a good manager?</li> <li>• Misconceptions people have about leadership.</li> </ul>
<p><b>Session 2</b> Tuesday</p>	<p><b>Observation and quality control</b></p> <ul style="list-style-type: none"> <li>• Recruiting and developing English language teachers</li> <li>• How to control quality</li> </ul>
<p><b>Session 3</b> Wednesday</p>	<p><b>Managing yourself and others</b></p> <ul style="list-style-type: none"> <li>• How to go about maintaining wellbeing.</li> <li>• Managing your work environment</li> </ul>
<p><b>Session 4</b> Thursday</p>	<p><b>Developing effective communication skills</b></p> <ul style="list-style-type: none"> <li>• To meet or not to meet – when and how</li> <li>• How to keep people informed of decisions and developments</li> </ul>
<p><b>Session 5</b> Friday</p>	<p><b>Dealing with difficulties</b></p> <ul style="list-style-type: none"> <li>• Responding to feedback from staff, students and clients</li> <li>• Finding ways to resolve conflicts and other personnel issues.</li> </ul>

**Please note:** This course schedule is intended to give an overview of the topics to be covered in each session; however, it may be liable to change at the tutor’s discretion.

**SUGGESTED READING**

There is no required preparatory reading for this course. However, you may wish to have a look at *ETpedia Management (Pavilion ELT)* and any mainstream coursebooks and/or online courses you are familiar with.