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Stepping Stones FAQs

How long is Stepping Stones?

This is a 9-month program, with classes each week (2 hours long).

Where is the class held?

All classes will be at the UWF Training Center (Plant Services Building).

What happens if I miss class?

If you miss a class due to illness or planned absence, we will work with you to get you the content you missed. Please note that if you miss 3 or more classes in a row without explanation or pre-planning, you may need to re-apply for the next year.

Does my supervisor need to approve me taking the class?

Yes. We require a supervisor's assessment as part of your application and they will need to approve any release time for your attendance to this class.

Can I apply if I'm on a corrective action plan or probation?

Employees on corrective action cannot be accepted into the program. If an employee is on a CAP and the timeframe ends, they can apply for the next year.

Can I apply if I'm a probationary employee?

You can apply as a probationary employee. However, your supervisor will need to complete an assessment and they may not be able to recommend you if they have not seen enough of your work. If they recommend you AND there are available spots, you may be accepted to the program.

What time are the classes?

We have not finalized our schedule yet; however, we will plan for a morning class (9-11am) once per week beginning in February 2027.

When is the application deadline?

Applications will open in December and close in early-January. We are still finalizing the details, but in the meantime, you can complete this interest form to receive a personal invitation to apply once applications are open.

What is a Capstone and do I have to do it?

A Capstone Project is a demonstration of your learning throughout the program. It can be anything you pick to work on – either personally or professionally. You will also give a presentation at the end of the program about your project and how it contributed to your leadership learning throughout the year. And yes, you have to do it. You can read more about the Capstone requirements & past projects here.

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Can I pick who I get to shadow?

Yes and no. You can definitely give input into who you might like to shadow and we will do our best to pair people with leaders to match learning goals, but we also want to give you a chance to meet people outside of your own circle.

What do I get if I complete the program?

A few things!

- You will qualify for 6 months of supervisory credit through UW Central HR, to go towards the minimum 1-year requirement for supervisor positions.
- A certificate of completion.
- Personal and professional growth.
- Stronger connections with colleagues and leaders across UW Facilities.

Who do I ask if I have more questions?

Emily Bond at 206.221.610 or email ebond8@uw.edu, or you can talk with your supervisor or manager.