

Leadership I and II

Course Description and Rationale

This course prepares students to meet the challenges of leadership in today's complex global environment. The coursework will teach students the skills and best practices necessary to communicate and work with diverse groups of people toward common goals to implement beneficial societal changes in the school or community. Students will develop and enhance intrapersonal and interpersonal skills as well as learn the philosophical foundations and fundamentals of effective leadership. Finally, students will utilize their new-found skills by designing or embracing a community-based project as a culminating activity in an effort to make a difference in the lives of others. This course is a valuable resource for those who aspire to become leaders in business, government, military, and non-profit organizations.

Leadership I and II can be offered either semester as a separate course or together as a full-year course.

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Leadership I: Fundamentals of Leadership

Essential Curriculum

UNIT 1: Team Building

Goal. Students will demonstrate the ability to work as a team towards a common goal. (2001.00)

Objectives - The students will be able to:

- a. Practice introductory skills in a social setting. (2001.01)
- b. Improve their ability and openness to work with class members. (2001.02)
- c. Achieve common goals in varied group settings. (2001.03)
- d. Develop, as a class, a set of rules of order and operation. (2001.04)

UNIT 2: Intrapersonal Skills

Goal. Students will demonstrate the ability to use intrapersonal skills effectively. (2002.00)

Objectives - The students will be able to:

- a. Develop a personal time management system. (2002.01)
- b. Analyze personal strengths. (2002.02)
- c. Identify personal leadership styles. (2002.03)
- d. Develop awareness of the need to see problems from different perspectives. (2002.04)

UNIT 3: Interpersonal Skills

Goal. Students will demonstrate the ability to use interpersonal skills needed for effective leadership. (2003.00)

Objectives - The students will be able to:

- a. Practice introduction skills in various settings. (2003.01)
- b. Paraphrase and summarize both verbally and in writing. (2003.02)
- c. Demonstrate respectful and active listening skills. (2003.03)
- d. Initiate, join, maintain, and end conversations (person-to-person, telephone, electronic). (2003.04)
- e. Conduct various presentations in an effective manner. (2003.05)
- f. Provide and utilize constructive feedback. (2003.06)
- g. Communicate feelings accurately. (2003.07)
- h. Use coaching skills to assist peers. (2003.08)
- i. Utilize prescribed steps in preparing various forms of written and oral communication. (2003.09)

UNIT 4: Situational Leadership Skills

Goal. Students will demonstrate the ability to use the situational skills needed for effective leadership. (2004.00)

Objectives - The students will be able to:

- a. Determine the appropriateness of aggressive, non-assertive, or assertive behavior in a given situation. (2004.01)
- b. Respond to annoyance and anger constructively. (2004.02)
- c. Utilize appropriate strategies in response to peer pressure. (2004.03)
- d. Apply conflict resolution models, behavior management strategies, and “helping” responses to given situations. (2004.04)
- e. Demonstrate leadership etiquette. (2004.05)
- f. Practice techniques for coping with stress and criticism. (2004.06)
- g. Assess problems associated with cross-cultural communication. (2004.07)

UNIT 5: Judgmental Leadership Skills

Goal. Students will demonstrate the ability to use the judgmental skills needed for effective leadership. (2005.00)

Objectives - The students will be able to:

- a. Identify and explain decision making/problem solving models. (2005.01)
- b. Apply a decision making/problem solving model to an assigned simulation. (2005.02)
- c. Establish and defend a position on a given issue. (2005.03)
- d. Evaluate student projects and performances. (2005.04)

UNIT 6: Acquiring Leadership Positions

Goal. Students will demonstrate the ability to apply leadership skills through political campaigning. (2006.00)

Objectives - The students will be able to:

- a. Develop a publicity campaign with an established platform. (2006.01)
- b. Deliver a campaign speech. (2006.02)
- c. Use interpersonal skills to influence potential voters. (2006.03)
- d. Design and conduct a survey to assess public opinion. (2006.04)

UNIT 7: Leadership Philosophy

Goal. Students will demonstrate the ability to develop a personal leadership philosophy based upon classroom experiences. (2007.00)

Objectives - The students will be able to:

- a. Gather information about the leadership styles of historic figures in order to develop personal leadership philosophies. (2007.01)
- b. Develop a statement of their individual personal leadership philosophies. (2007.02)

Leadership II: Community Service

UNIT 1: Group Dynamics

Goal. Students will demonstrate the ability to use the situational skills needed for effective group interaction. (2011.00)

Objectives - The students will be able to:

- a. Identify the needs of groups and the roles people play in groups. (2011.01)
- b. Solve a problem through negotiation and compromise. (2011.02)
- c. Help a group achieve consensus. (2011.03)
- d. Resolve institutional and interpersonal conflicts. (2011.04)
- e. Identify human relations strategies to enhance group performance of an assigned role. (2011.05)

UNIT 2: Introduction to Community Service

Goal. Students will demonstrate the ability to assess community service needs and examine the historical and philosophical basis for community service in America. (2012.00)

Objectives - The students will be able to:

- a. Explore the philosophy and history of community service and volunteerism in America and explain its importance to the students' role in the community. (2012.01)
- b. Assess school and community needs. (2012.02)

UNIT 3: Organizational Structure and Operation

Goal. Students will demonstrate the ability to apply skills essential to an organizational structure and operation. (2013.00)

Objectives - The students will be able to:

- a. Develop a mission statement and framework for an organization. (2013.01)
- b. Demonstrate skills associated with the maintenance of an organization (e.g. minute taking, recordkeeping, committee work, agenda and ground rules setting). (2013.02)
- c. Apply appropriate time management, goal-setting, scheduling, problem solving, decision making, and networking skills for use in accomplishing an assigned task. (2013.03)
- d. Describe correct parliamentary procedures given a hypothetical meeting/motion. (2013.04)
- e. Conduct a meeting using correct parliamentary procedures. (2013.05)

UNIT 4: Effective Leadership

Goal. Students will demonstrate the ability to use specific complex skills needed for effective leadership. (2014.00)

Objectives - The students will be able to:

- a. Demonstrate analytical, decision-making, and presentation skills in a formal debate. (2014.01)
- b. Respond to a variety of leadership scenarios requiring various types of written communication. (2014.02)
- c. Conduct, design, and participate in a structured overview. (2014.03)

UNIT 5: Advanced Leadership Application

Goal. Students will demonstrate the ability to exercise appropriate problem solving and decision-making skills in a series of increasingly complex situations and record their experiences. (2015.00)

Objectives - The students will be able to:

- a. Reach a decision on school law cases or other decision-making scenarios. (2015.01)
- b. Exercise decision-making skills in a conference or group setting, developing action plans and policies related to an assigned issue. (2015.02)
- c. Keep a journal of experiences in conference or group work. (2015.03)
- d. Design and conduct an effective survey to assess the extent of success or failure of the action plans or policies implemented. (2015.04)

UNIT 6: Community Service

Goal. Students will demonstrate the ability to participate in a community service project. (2016.00)

Objectives - The students will be able to:

- a. Select an appropriate community service project. (2016.01)
- b. Develop an action plan that includes a rationale for participation in the selected community service project. (2106.02)
- c. Inform the school administration of the plans for the community service project. (2106.03)
- d. Evaluate their participation in the selected community service project, reflecting on how their participation affected project goals. (2106.04)