

## Personal Leadership Course 2018-2019

**Objective:** The objective of this student leadership course is for students to examine their leadership strengths and areas in need of growth and to work on developing their leadership expertise through readings, reflections, and a well-defined and challenging project with measurable outcomes.

### Student Work:

Below, you will find a checklist of student work that you need to accomplish in order to be successful in this class. Each assignment is designed to help you learn about your leadership style and strengths and to reflect on your growth as a leader over the course of this project.

- (10%) Truity Strengths Inventory, Strengths Analysis & Reflection - Due Friday 9/14
- (5%) Introductory Reading & Post - Habits of Mind & Introductory Post - Due Friday 9/21
- (10%) Project Development and Plan for Completing Work - Due Friday 9/28
- (35%) Readings & Reflections (5 reflections & short readings)
  - Reading & Reflection #1 - Due Friday 10/5
  - Reading & Reflection #2 - Due Friday 10/19
  - Reading & Reflection #3 - Due Friday 11/2
  - Reading & Reflection #4 - Due Friday 11/16
  - Reading & Reflection #5 - Due Friday 12/7
- (10%) Leadership Project - Final Reflection - Due Friday 1/18
- (30%) Final Project Outcomes & Presentation - Due Friday 1/18

### Student Checklist

- Phase 1: Read section from "[Strengths Based Leadership](#)" by T. Rath and B. Conchie.
- Phase 1: Take [Truity Strengths Inventory](#) (you'll need your results for the analysis - so save or print) and [complete reflection & analysis](#).
- Phase 2: Read "[Habits of Mind](#)" document.
- Phase 2: After reviewing the 16 Habits of Mind complete [Phase 2: Introductory Post \(Habits of Mind\)](#) to document 3 Habits you would like to work on this semester.
- Phase 2: Make a personal plan for how you will complete the required readings and reflections over the course of the semester in your [reflections document \(Phase 2: Project Development\)](#)
- Phase 2: Identify and map out how you will take on a challenging [leadership project](#) this semester. Don't forget to add a paragraph describing your project and a minimum of three SMART Goals to your [reflections document](#).
- Phase 3: Complete [5 leadership readings](#) and [reflections](#).
- Phase 3: Write SMART Goal [update reports](#) in your [reflections](#) document.
- Phase 4: [Presentation](#) on project outcomes.
- Phase 4: [Final reflection](#) on growth as a leader.

- **More details follow on next page.**

Here you will find more detailed instructions on each phase of the class.

### **Phase 1: Take Inventory**

- **Instructions:** In this phase you are going to read a bit about “Strengths Based Leadership” and inventory your strengths.
  - Read: [“Strengths Based Leadership”](#) by T. Rath and B. Conchie.
  - Take Inventory: <http://www.truity.com/test/personal-strengths-inventory>
  - Complete [reflection questions and analysis](#).

### **Phase 2: Create a Plan & Establish Goals**

- **Habits of Mind**
  - Review the [“Habits of Mind”](#) document.
  - On your class [Reflections Document](#) (where you will reflect on your experiences and growth this semester), identify three Habits of Mind you would like to work on developing this semester and why.
- **Project Description:**
  - Identify what project you will lead that will help me to advance your leadership skills & how will I measure my progress along the way?
    - View [Project requirements](#).
    - Add a paragraph description of your project & 3 SMART Goals to your [reflections document](#).
- **Personal Work Plan:** How will I complete the required readings and reflections?
  - Work with your supervising teacher or administrator to set deadlines and add them to your [reflections document](#). Remember, you are a leader so start by doing some of this thinking on your own first. When you meet with your supervising teacher or administrator have some dates to suggest when you arrive. This shows initiative!

### **Phase 3: Measuring and reflecting on progress**

- Read [5 assigned articles](#) articles and complete corresponding [reflections](#).
- Complete 5 SMART Goal updates on established goals and project outcomes in your [reflections](#) document.

### **Phase 4: Taking Stock & Celebrating Growth**

- Take the opportunity to [present your project](#) outcomes to your supervising teacher / administrator and any other individuals you think would benefit from hearing the outcomes.
- Complete the [Final Reflection](#) in your reflections document.



