

# Leadership

Month Year

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## Knowledge

**Build communication and listening skills that are used in your future career field.**

- Prioritize organizational skills you will need to gain before graduating from high school.

**Formulate constructive criticism for others.**

- Criticize past presentations you have given and identify your strengths and weaknesses.
- Offer constructive criticism to club members on their listening and sharing skills.
- Promote the importance of effective listening and sharing by creating resources for club members.

## Skills

**Create a time and stress management plan.**

- Compile a time management plan that can be used in college or a career.
- Determine what stress management practices have been effective for you in the past.
- Develop a stress management plan that can be used in college or a career.
- Create a project management model that can be used by others in your organization.

**Plan a collaboration skills enhancement event.**

- Design a plan to ensure your continued development of collaboration skills.
- Discuss with professionals in your chosen career field the types of collaboration skills needed to be successful.
- Plan a community event to discuss effective collaboration.

**Create a list of career goals.**

- Discuss college and career options with leaders in your community.
- Develop a list of career goals that are achievable in the next five years.
- Create a plan for achieving those goals.



**Develop a teaching module for presentation and listening styles.**

- Develop a resource for others to use that discusses different listening and presentation strategies.
- Discuss your listening skills with your peers to find ways you can improve.

**Create a teaching tool to reinforce the importance of organization skills.**

- Create a team management model that can be used by others in the club.
- Assess the effectiveness of using different team management models.
- Propose to community leaders different events to teach decision-making, collaboration and goal-setting.
- Design different teaching tools to help educate the community on goal-setting and decision-making.
- Plan networking events for members of your community.
- Design teaching tools and resources for community members to learn listening and presentation skills.

**Help younger members develop creativity and planning skills.**

- Continue to improve the organization skills of your club members.
- Create a teaching tool to reinforce the importance of strong organizational skills for younger members.
- Increase the club members' decision-making abilities by holding trainings and educational sessions.
- Develop a model to use as a resource for making attainable goals.
- Compose materials that help club members increase their planning and creative skills.
- Create a plan for community organizational skill learning events.
- Schedule and implement events to teach community organization skills.

## **Dispositions**

**Value the importance of following a project management model.**

- Assess possible conflicts in the club and develop a resolution plan.
- Compile a list of other organizations that use different project management strategies and evaluate each.
- Discuss conflict management techniques with other organizational leaders.
- Design a project management model that can be used by yourself and others in multiple situations.
- Assess what types of time, stress, project and conflict management skills you will need in your career.

**Verify the need for prioritization of skills and commitments.**

- Discuss potential conflicts you will face after graduation with people you trust.
- Evaluate the effectiveness of your time management over the past month.
- Determine what organizations in your career fields prefer in terms of creative and planning skills.
- Assess how well members in the community collaborate with each other in different situations.
- Assess how effective community leaders are in sharing and listening to the members of the community.

**Display the mindset that decisions made can affect other decisions in the future.**

- Evaluate past decisions made and determine other possible outcomes had the decision been made differently

**Value constructive criticism as a tool for professional improvement.**

- Criticize goals you have made in the past and discuss how they could have been better defined.
- Determine the best listening and sharing strategies that will be used in your chosen career field.
- Research the importance of good listening and sharing skills as a professional.

**Analyze different skills individuals bring to a group.**

- Assess how well the club has met previously established goals.
- Create an evaluation tool to be used in decision-making.
- Appraise how the club's collaboration skills have improved over the past month
- Evaluate the club's planning and creative skills.
- Interpret how different members of your community share and listen.

**Understand the effect community decisions have on you as an individual.**

- Determine what types of goals and decisions will be set and made in your career field.
- Appraise how conflicts in the community have been handled and how they could have been handled differently.
- Evaluate the effectiveness of the project management plan previously used by your club.
- Evaluate community decision-making skills on a recent issue of importance.



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