

Leadership Principles

Levels: Grades 11-12
Units of Credit: 0.50
CIP Code: 08-0211
Core Code: 37-01-00-00-150
Prerequisite: None (Recommended for student leaders.)
Skill Test: # 418

COURSE DESCRIPTION

This course is recommended for students who are elected student body or class officers, organization or club president/officers, or are considering running for one of these offices. Student leaders have great ambitions and enthusiasm for the school and student body—but this alone does not create success. This class teaches how to be an “effective” leader. Concepts of goal setting, motivation, team building, time management, conflict resolution, dealing with stress, and much more are discussed. *Students may be eligible to receive three (3) credits of concurrent enrollment at [Utah Valley University](#).*

CORE STANDARDS, OBJECTIVES, AND INDICATORS

STANDARD 1

Students will investigate the history, meaning, theory and styles of leadership. (Chapters 1, 2, and 3)

Objective 1: Understand why the history of leadership is important.

Objective 2: Identify when leadership began.

Objective 3: Understanding how leadership began.

Objective 4: Identify the three historical types of leadership.

Objective 5: Define leadership.

Objective 6: Discuss whether leadership is a science or an art.

Objective 7: Describe the differences between leadership and management.

Objective 8: Explain how leaders are made instead of born.

Objective 9: Describe the evolutionary process of leadership theories.

Objective 10: Explain the major conclusions of the trait theories.

Objective 11: Describe the skills approach to leadership.

Objective 12: Explain the major conclusions of the behavioral theories.

Objective 13: Identify the major components of the contingency/situational theories.

Objective 14: Differentiate the two emerging perspectives of transactional and transformational leadership.

Objective 15: Define what is meant by a “leadership style.”

Objective 16: Describe the three classic styles of leadership.

Objective 17: Explain situational leadership.

Objective 18: Explain the difference between Theory X and Theory Y.

Objective 19: Describe how a person develops his/her personal leadership style.

STANDARD 2

Students will learn the importance and fundamentals of a vision and establishing goals. (Chapters 4 and 5)

Objective 1: Define vision.

Objective 2: Discuss the benefits of a vision.

Objective 3: Explain the steps in creating a vision.

Objective 4: Discuss how the leader communicates the vision.

Objective 5: Explain how a leader sets the example in creating the vision.

Objective 6: Define a goal.

Objective 7: Discuss the three categories of goals.

Objective 8: Describe the basic steps in setting goals.

Objective 9: Explain how the organization obtains goal commitment.

STANDARD 3

Students will understand the importance of time management and time management techniques. (Chapter 6)

Objective 1: Define time management.

Objective 2: Explain the two governing principles of time management.

Objective 3: Identify several effective time management guidelines.

Objective 4: Describe several meeting management tools for effective leadership.

Objective 5: Discuss why delegation is an important tool for effective time management.

Objective 6: Describe the five step process of delegation.

STANDARD 4

Students will understand effective strategies for communication. (Chapter 7)

Objective 1: What constitutes effective communication?

Objective 2: Understand the five basic levels of communication.

Objective 3: Recognize the value of non-verbal communication.

Objective 4: Identify the three historical types of leadership.

Objective 5: What is a “you” message?

Objective 6: Understand an effective “I” message.

Objective 7: Discuss how validation is used.

STANDARD 5

Students will identify and understand the nature of diversity. (Chapter 8)

Objective 1: Discuss how the U.S. image of diversity of changing.

Objective 2: Why should leaders be concerned with diversity?

Objective 3: Identify a subordinate/minority group.

Objective 4: Understand the debate about affirmative action.

Objective 5: Explain how leaders deal with increasing diversity.

STANDARD 6

Students will understand the process for making sound decisions. (Chapter 9)

Objective 1: Define decision making.

Objective 2: Discuss the steps of sound decision making.

Objective 3: Describe the common traps of decision making.

Objective 4: Describe several decision making techniques.

Objective 5: Identify the benefits of group decision making.

STANDARD 7

Students will understand the process for conflict resolution techniques. (Chapter 10)

Objective 1: Define conflict.

Objective 2: Explain the two types of conflict.

Objective 3: Identify the five common causes of conflict.

Objective 4: Describe the five conflict strategies and explain how to use them.

STANDARD 8

Students will identify the sources of power and how they are used. (Chapter 11)

Objective 1: Define power.

Objective 2: Describe and evaluate the five sources of power.

Objective 3: Identify the best sources of power to use.

Objective 4: Explain how power is developed.

Objective 5: Define empowerment and its effectiveness.

STANDARD 9

Students will understand the steps to building a successful team. (Chapter 12)

Objective 1: Define a team.

Objective 2: Identify and explain the three types of teams.

Objective 3: What are the advantages of team structures?

Objective 4: What constitutes a high performance team?

Objective 5: What are the stages of team development?

Objective 6: What is teambuilding?

Objective 7: Identify the organizational steps used in building an effective team.

Objective 8: Explain how an individual becomes an effective team member.

STANDARD 10

Students will understand the importance of effectively dealing with change. (Chapter 13)

Objective 1: Explain why changes occur.

Objective 2: Identify the three methods for implementing change.

Objective 3: Discuss how to plan for change.

Objective 4: Identify the reasons why people resist change.

Objective 5: Describe how a leader can facilitate change.

STANDARD 11

Students will understand the importance and application of ethics. (Chapter 14)

Objective 1: Explain morality.

Objective 2: What are ethics?

Objective 3: Discuss the difference between moral problems and ethical dilemmas.

Objective 4: Define social responsibility.

Objective 5: Discuss leaders and ethical behavior.

STANDARD 12

Students will understand the steps to apply basic coaching skills. (Chapter 15)

Objective 1: What is coaching?

Objective 2: How is coaching different from other helping professions?

Objective 3: Discuss two paradigms when coaching.

Objective 4: Discuss a useful coaching model.

Objective 5: Identify an effective model for giving and receiving feedback.

Objective 6: Explain why coaching is or is not a universal skill-set.

PERFORMANCE OBJECTIVES

Performance Objective PO-01:

Explain why it is important to understand the history of leadership.

Performance Objective PO-02:

Write the definition of leadership and how leadership is not management.

Performance Objective PO-03:

Describe the evolutionary process of leadership development.

Performance Objective PO-04:

Describe your personal leadership style.

Performance Objective PO-05:

Write down and evaluate a possible vision for an organization.

Performance Objective PO-06:

Identify the key ingredients of goal setting.

Performance Objective PO-07:

Identify the time management skills to increase productivity.

Performance Objective PO-08:

Describe the four styles of communication.

Performance Objective PO-09:

Describe why it is important for leaders to appreciate diversity.

Performance Objective PO-10:

Identify the situational factors affecting individual decision making vs. group decision making.

Performance Objective PO-11:

Identify the five conflict strategies and role play one.

Performance Objective PO-12:

Determine the sources of power and discuss how power is used in organizations.

Performance Objective PO-13:

Demonstrate team-building and identify ways to become an effective team member.

Performance Objective PO-14:

Discuss the course of action an organization would follow to create change.

Performance Objective PO-15:

Explain your commitment to an ethical life.

Performance Objective PO-16:

Describe the GROW model of coaching.

Performance Objective PO-17:

Determine and discuss the skills necessary to becoming a leader.

REFERENCE MATERIALS

Principles of Leadership Teachers Manual and *Principles of Leadership Study Guide*

Bitters/Litchford, Utah Valley State College

To obtain a copy, contact Wes Bitters at (801) 863-8234 or e-mail bitterwe@uvsc.edu

Additional Resources:

Utah Valley State College Supplemental Materials (MGMT 1250)

The 7 Habits of Highly Effective People, Stephen R. Covey or *The 7 Habits of Highly Effective Teens*, Sean Covey (Time Management)

InsideOut Development, L.L.C. American Fork, Utah (Coaching Skills)

Remember the Titans, video (Effective Leadership)

The Hunt for Red October, video (Leadership Style)

Hoosiers, video (Team Building)

Gettysburg, video (Vision, Goals)

The Crossing, video (Leadership Traits)