



Leadership and Service

The Building Blocks to Personal Success

DIAL Virtual School

SD Assignment Code – 22150

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Course Description

Students will be able to identify leadership characteristics, practice teamwork, and improve their use of soft skills while in the workplace or in environments which strengthen the community.

Topics covered:

- Leadership skills in the workplace and community
- Effective communication
- Standards of behaviors in leadership situations
- Diversity and mutual respect

Prerequisites: None

Length: Semester Course

Grade Level: Grades 9-12

Instructional Philosophy

Students will be expected to meet all the standards listed in this syllabus and be able to demonstrate their understanding of the underlying concepts. The learning styles, interests, and areas of expertise of each student will help direct the design of the instruction. In order to pass the course, students will need a minimum of 67%.

Core Standards

LS 1 Investigate skills for leadership in the workplace and community

LS 1.1 Examine characteristics, leadership styles, and habits of leaders

LS 1.2 Demonstrate understanding of organizational structure and meeting protocol

LS 1.3 Compare and apply strategies for management of self and/or teams

LS 1.4 Define the importance of a good follower

LS 1.5 Determine how career and technical student organizations can provide leadership and service experiences

LS 2 Demonstrate standards of effective communication

LS 2.1 Use effective oral and written communication techniques

LS 3 Summarize standards of behaviors in leadership situations

LS 3.1 Develop social skills in a professional setting

LS 3.2 Practice standards of professional communication

LS 3.3 Summarize standards of ethical behavior in leadership situations

LS 3.4 Categorize skills and behaviors that contribute to success in the workplace

LS 3.5 Examine appropriate use of social media in personal and professional settings

LS 3.6 Demonstrate understanding of career and technical student organizations and their roles in preparing future leaders

LS 4 Understand the importance of diversity and mutual respect

- LS 4.1 Identify different points of view to gain understanding of multiple perspectives
- LS 4.2 Develop interpersonal skills in conflict resolution and group decision-making
- LS 4.3 Recognize stereotypes and explain their possible effects

Instructional Delivery Plan

Instruction will consist of individual hands on activities and projects, group work, lecture, discussion, reading, writing, self-assessment, and the use of technology. The course requires student research and peer and community interaction to solve problems and complete projects. FCCLA projects and activities will be incorporated into the course.

Students will interview community and family members to obtain information for some course assignments. Professionals from all fields of career and technical education will share their expertise throughout the course. Learning trips will be taken for various units in the course. Students will also use Internet resources to confer with professionals and obtain additional information about the world of work. Students will also use community resources to complete individual and group projects.

Assessment Plan and Grading Scale

Students will be graded on their weekly journal writings/reflections (10%); assignments (25%); assessments (15%); projects (50%).

Weekly Journal Writings/Reflections (10%) – At the end of each week, students will write a weekly reflection. Specific directions for each weekly journal writing/reflection will be given with the weekly information. Weekly journal writings/reflections will be posted in students’ individual Journal under Tools in the course shell. Each weekly journal writing/reflection is worth 10 points.

Assignments (25%) – Throughout the semester students will complete assignments related to course content. Students will complete both individual and group projects. These assignments comprise the assignment work portion of the quarter grade.

Assessments (15%) – To test student knowledge of course content, periodic assessments will be used.

Projects (50%) – To demonstrate an understanding of the course content, students will complete projects throughout the semester.

A student’s semester grade will be calculated as listed below:

First quarter grade	35%
Second quarter grade	35%
Semester assessment	30%

Since this course is taught through the DIAL Virtual School, the grading policy of the Virtual School will apply. The instructor will use the following grading scale and adapt it to fit each school’s individual grading scale when determining grades.