Leadership Theory and Application
Course Description

1. Course Title: Leadership Theory and Application

2. CBEDs Title: Other Public Service

3. Job Titles: Refer to Labor Market Survey

4. Course Description: This course lays out a framework that applies to leaders and managers at all levels of the business or service sector: Police, Fire, and the Military.

At the core of this framework are values that are embedded in the different leadership and management styles. The framework also outlines physical, mental and emotional attributes that together with the values form charter of what a leader must be. Being a person of character is fundamental in being a leader. Competent leaders have skills with people, ideas, and resource management. The framework refers to those four sets of skills as interpersonal, conceptual, technical, and tactical.

5. Course Prerequisites: Students are to have passed Leadership Theory level I and II courses’ with a grade of “C” or better or by placement by Senior Army Instructor. Keyboarding skills and general computer usage abilities are highly recommended.

6. Course Hours: 1820

7. Course Revision Date: February 9, 2016

8. Course Outline:
   A. Career Preparation Standards/SCANS:
      All work site learning methodologies including Community Classroom and Cooperative Vocational Education will be utilized when appropriate.
      - Students will understand how personal skill development affects their employability. They will exhibit positive attitudes, self-confidence, honesty, perseverance, self-discipline, and personal hygiene. They will manage time and balance priorities as well as demonstrate a capacity for lifelong learning.
      - Students will understand key concepts in group dynamics, conflict resolution, and negotiation. They will work cooperatively, share responsibilities, accept supervision, and assume leadership roles. They
will demonstrate cooperative working relationships across gender and cultural groups.

- Students will exhibit critical thinking skills, logical reasoning, and problem solving. They will apply numerical estimation, measurement, and calculation, as appropriate. They will recognize problem situations; identify, locate and organize needed information or data; and propose, evaluate, and select from alternative solutions.

- Students will understand principles of effective communication. They will communicate both orally and in writing. They will listen attentively and follow instructions, requesting clarification or additional information as needed.

- Students will understand occupational safety issues including the avoidance of physical hazards in the work environment. They will operate equipment safely so as not to endanger themselves or others. They will demonstrate proper handling of hazardous materials.

- Students will understand career paths and strategies for obtaining employment within their chosen fields. They will assume responsibility for professional growth. They will understand and promote the role of their field within a productive society, including the purposes of professional organizations.

- Students will understand and adapt to changing technology by identifying, learning, and applying new skills to improve job performance. They will effectively employ technologies relevant to their fields.

- Students will understand complex inter-relationships of systems.
  - Students will understand systems – know how social, organizational, and technological systems work and operate effectively with them.
  - Students will monitor and correct performance – distinguish trends, predict impacts on system operations, diagnose systems’ performance and correct malfunctions.
  - Students will improve or design systems – suggest modifications to existing systems and develop new or alternative systems to improve performance.

- Students will understand all aspects of the industry including: planning, management, and finance; technical and production skills; underlying principles of technology; labor, community, health, and environmental issues.

B. **Content Area Skills:** Students will be placed in different levels of leadership and management positions within the structure of the organization by providing service support to the school and local community organizations. *Students will work in areas such as*
training development, personnel actions, public affairs, physical security, supply and logistics, and audio visual maintenance.

C. **Expected Student Proficiencies:** In these positions the students will learn basic problem solving, financial planning, and conflict resolution. Students will learn how the brain functions so they can maximize their learning ability which in-turn increases their leadership skills set. Through Service Learning students will be able to help others to develop positive strategies to improve quality of life. Students will learn to assess their own skills and make more logical, positive decisions and choices. Students will learn how to set goals and develop action plans to achieve those goals.

D. **Hours of Instruction:** 1820

   See course outline for breakdown of instructional hours.

E. **Industry/Licensing:** N/A

9. **Additional Recommended/Optional Items:**

   A. Articulation:
       Student will refer to the current military branch requirements for enlistment at advanced pay grade for completion of JROTC Program.

   B. Academic Credit:
       Student will refer to academic credit per school district requirements.

   C. Instructional Strategies:
       Students will engage in a variety of activities that balance direct instruction with project work. Students will attend lectures, complete labs, become involved with professional mentors, complete real world projects, and make presentations that demonstrate understanding of key concepts and the research process. Various methods of instruction will be used.
       - Guest speakers
       - Direct instruction
       - Independent homework
       - Demonstration
       - Lab
       - Team building exercises
       - Class projects/Service Learning
       - Lectures
       - Class Discussions
       - Reading Assignments
• Research and Reports
• Handouts/Worksheets
• Audio-Visual Aides
• Hands-On Lab Exercises
• Student Presentations, Exhibits and Competitions
• Use of a variety of instruction material and resources including electronic media, handbooks, shop manuals, reference materials and textbooks
• Hands-On experience in a professional environment
• Industry, Service Organization, Police, Fire and, college tours

D. Evaluation:
Student evaluation is based on selected methods.
• Teacher developed tests
• Special projects
• Performance
• List of complete tasks
• Resume/cover letter/job application
• Acceptable employee behavior
• Employer evaluation

E. Instructional Materials:
Instructional material will include textbooks, curriculum management software, Mobi Classroom Performance System, supplemental material, and business research on the Internet and actual community classroom experience.

Textbooks:
• Army JROTC Leadership Education and Training Level 3 and 4
• Exercising Your Options, sixth edition by Dian Sukieniuk, William Bendat and Lisa Raufman
• Managing Diversity; People Skills for a Multicultural Workplace, third Edition, by Norma Carr-Ruffino
• Ethics; Theory and Practice, eighth edition, by Jacques P. Thiroux

F. Certificates: Upon completion of coursework students will receive a certificate of completion.