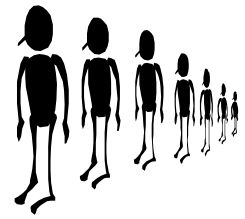




SYLLABUS



SUMMER LEADERSHIP TRAINING PROGRAM

COMMUNICATION

- *conference with the Principal
- *communicating with and involving the faculty
- *promoting student council activities
- *the school newspaper
- *making announcements
- *making posters
- *aggressive, passive and assertive behavior
- *soliciting feedback and gathering new ideas
- *public speaking
- *addressing students at different age levels
- *using the telephone
- *arranging for a speaker
- *introducing a speaker
- *surveys
- *question and suggestion boxes
- *news releases
- *contacting and making use of the media
- *giving directions
- *importance of good public relations
- *saying "thank you"
- *active listening

PLANNING SCHOOL PROJECTS

- *brainstorming
- *decision making
- *setting and meeting deadlines ("lead" time)
- *making use of committees (student involvement)
- *time management
- *planning for each grade and the whole school
- *planning for the faculty, staff and administration
- *creating a balance in your program..
 - service projects
 - awards and recognition
 - educational assemblies and field trips
 - academic activities
 - cultural projects
 - theatrical projects
 - fundraising
 - spirit building
 - religious activities
 - athletic activities

PROBLEM SOLVING & DECISION MAKING

- *group dynamics
- *parliamentary procedure
- *buzz sessions
- *setting priorities
- *research and gathering the necessary data
- *defining the problem
- *democratic and autocratic methods
- *meeting skills
- *conflict management
- *team building

EVALUATION

- *personal reflection and evaluation
- *interviews
- *questionnaires
- *group discussion
- *surveys

PERSONAL LEADERSHIP

- *knowing yourself
- *assessing your strengths and weaknesses
- *taking a personal inventory
- *developing your relationship with God and others
- *appreciating the value of quiet time, good music, reading, and education
- *dangers of stereotyping
- *learning to be courteous and why
- *modeling

PRACTICE IN...

- *expressing one-self with clarity, confidence and enthusiasm
- *planning a project
- *working as a team
- *organizing and planning for success
- *giving recognition
- *being of service
- *courteous behavior
- *generating enthusiasm and participation
- *building community and an atmosphere of "caring"

P.S. TACSC conferences are open to student leaders who will be in seventh or eighth grade next September. They do not have to be an elected student council officer. However, they must have leadership qualities and potential. This provides an opportunity, for example, to those students who lost the election in your school but still want a chance to develop their leadership skills.