

# Leadership

## Leadership Activities

### Listening

#### Active Listening

One of the skills of an attentive listener is the ability to repeat what someone tells them. Practice this with two students working together. Chose one topic which one person supports and the other opposes. The person who goes first will state why he or she supports or opposes the chosen topic. The second person paraphrases what was said. How well did the second person listen? If the listener paraphrased correctly, the first person will agree to what was said. If not, the speaker restates what was said, and the listener again paraphrases. This continues until the listener paraphrases what the speaker said accurately enough to satisfy the speaker. The listener then makes a statement on a topic, and the former speaker becomes the listener. The activity continues back and forth for two to three minutes per topic. The following topics can be used for the activity.

- |                             |                      |
|-----------------------------|----------------------|
| Gun control                 | Attack on Iraq       |
| Smokers' rights             | Surrogate mother     |
| Capital punishment          | Gays in the military |
| Women in combat             | Right to die         |
| Medical use of marijuana    | Cloning research     |
| Foreign aid                 | Prayer in school     |
| Elimination of grades       |                      |
| Free lunch for all students |                      |
| Required schooling until 18 |                      |

### Leadership

#### Leaders and Followers

Have students draw a picture of a leader and his or her followers. An example of a caption for a teacher/students could be, "Teachers teach students in a school."

- |                           |                             |
|---------------------------|-----------------------------|
| Coach/players             | Conductor/orchestra members |
| Teacher/students          | CEO/employees               |
| Childcare worker/children | Mayor/citizens              |
| Military General/soldiers | Minister/church members     |

#### Peer Teaching

##### Reading Buddies

Pair high school students with middle grade students to improve reading skills.

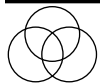
Pair middle grade students with elementary students.

#### Leader or a Follower

Discuss the positive qualities of a leader and a follower. It is important to remember all leaders are followers at some point. Have students write two short paragraphs on whether they consider themselves a leader or a follower and why.

#### Plan a Display Entitled "I Was Once Like You."

This is similar to a "Hall of Fame." Ask a graduate of the local school district to provide a school photograph, information about extracurricular activities, school attended after high school, awards attained as an adult, occupational license, etc., for the display. The display will help the students understand that people from their environment can become successful leaders.



## Leadership Internet Sites

### SERVICE LEARNING

#### Key Club

<http://www.keyclub.org/>

Key Club is the oldest and largest service program for high school students. What makes Key Club so successful is the fact that it is a student-led organization that teaches leadership through serving others.

#### National Student Safety Program

<http://adtsea.iup.edu/nssp/default.aspx>

The National Student Safety Program (NSSP) is the youth organization that encourages and assists students as they implement safety activities within their schools and community. Newkirk is the only participating school in Oklahoma; its STEPP UP chapter focuses on safety outside of drinking and driving. STEPP UP members hosted the National Conference held on the UCO campus in Edmond. This chapter provides leadership opportunities for their chapter members. Contact Jackie Huster, Newkirk High School.  
lhuster@newkirk.k12.ok.us

#### Oklahoma State Department of Education Learn and Serve Program

<http://sde.state.ok.us/home/defaultie.html>

Select “Site Index,” Click on “L,” for Learn and Serve Program.

#### Freedom Corps

<http://www.usafreedomcorpskids.gov>

This site provides resources, ideas, and information to help parents and teachers engage America’s youth in their communities.

### VOLUNTEERING

#### Volunteer Service Ideas

[http://www.familyfirst.net/famlife/kind\\_attitude.asp](http://www.familyfirst.net/famlife/kind_attitude.asp)

Volunteer ideas that include the family, neighborhood, and the environment.

#### Points of Light Foundation

<http://www.pointsoflight.org/resources>

This site provides ideas and guides for planning a volunteer event. The guides are divided by elementary, middle grades, and high school levels. Create a free account with a password and user name to view resources and materials.

### LEADERSHIP

#### Self-Assessment

<http://www.nwlink.com/~donclark/leader/self.html>

This site was created with 20 tasks to evaluate. Use this assessment to help determine what skills and abilities you can continue to improve (strengths) and what skills and abilities you need to develop (opportunities for growth).

#### The National Council on Youth Leadership

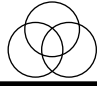
<http://www.ncyl.org/>

This site from The National Council on Youth Leadership (NCYL) provides information on NCYL programs, events, and how to start a new chapter. NCYL is dedicated to the belief that the recognition, encouragement, and leadership skills we give to young men and women today serve as a powerful inspiration that can shape their behavior in tomorrow’s world.

#### Voices and Work from the Next Generation

<http://www.whatkidscando.org/>

*What Kids Can Do* documents the value of young people working with teachers and other adults on projects. You will find “Featured Stories” highlighting these young activists and their projects. The site presents an impressive array of teens, the challenges they face, and what they are doing to make the world a better place.



### **How Leadership Influences Student Learning**

<http://wallacefoundation.org/NR/rdonlyres/E3BCCFA5-A88B-45D3-8E27-B973732283C9/0/ReviewofResearchLearningFromLeadership.pdf>

The report focuses on three areas that make up the basic core of successful leadership practices that support student learning: setting directions, developing people, and making the organization work.

### **Leadership Skills You Never Outgrow**

<http://www.eric.ed.gov>

Click on the “Keywords” drop down box and select ERIC #.

In the blank space type ED355050. This booklet contains ideas and lesson plans for introducing leadership in club meetings. The plans are divided according to student level.

### **LISTENING SKILLS**

#### **Listen Up! Move Up!**

<http://featuredreports.monster.com/listen/overview/>

This site provides “The Listener Wins,” “Interview Tip: Listen Well,” “Five Tips for Listening Well,” and “Listen Profoundly.”

#### **What Do You Hear?**

<http://www.alcaweb.org/cgi-bin/WebObjects/ALCA> (*case sensitive*)

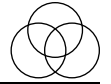
The focus of this lesson and survey is on what students hear on a walk around the school. To view page, select “K-12,” select “Projects,” scroll to the bottom of the page, and click on “Preview Form.” This survey can be completed online after completing the game *What Do You Hear?*

#### **How Do You Listen: A Self Quiz**

<http://www.unce.unr.edu/publications/EBPubs/EB0103/communication1.htm>

This 10-question “yes or no” survey is on how well you listen. The suggested response is located at:

<http://www.unce.unr.edu/publications/EBPubs/EB0103/communication2.htm>



## Did You Know . . .

### Employers' Survey

A college career center conducted a study on how employers rate the qualities and experiences outside the classroom of potential employees. Employers rate **related work experience** as the number one activity they look for in potential

employees. Number two was **leadership** in student organizations. The following table gives the ratings and that experience. Suggested examples on how to obtain these experiences can lead to improved employability after graduation.

Employers' Ratings	Suggested Examples
1. Job-related work experience	Non-paid internship
2. Student organization leadership	Officer in organization
3. Paid job-related work experience	Paid internship
4. Student academic organization member	Student council member; vocational student organization member
5. Volunteer community service experience	Junior volunteer at local hospital

Source: *Journal of Career Planning and Employment*

### A Four-Step Process to Be an Active Listener

1. Give the other person your full attention and make eye contact.
2. Watch the speaker's body language to understand how the speaker feels.
3. Think about what is being said instead of how you are going to respond.
4. Repeat back to the speaker a summary of what was said.

### Listening Challenges

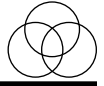
Most people talk at the rate of 125 words per minute. Most of us think at least four times faster than this. With concentration and practice, we can listen and understand as much as 400-500 words per minute. Since we think so much faster than people speak, our minds tend to wander to other things. To make matters worse, linguists tell us that the normal untrained listener will retain only 50 percent of a conversation within the first 24 hours of the interaction.

Community Leader Guide: Communication  
<http://www.unce.unr.edu/publications/EBPubs/EB0103/communication.htm>

It is estimated that only  
7% of a message is formed by the actual words we choose,  
38% of the message comes from pitch, intonation, and volume  
55% comes from nonverbal gestures like facial and body gestures

### *The 8th Habit: From Effectiveness to Greatness by Stephen Covey*

Covey described the *8th Habit* as, "The crucial challenge of our world today is this: to find our voice and inspire others to find theirs. Finding your voice means finding what you love doing, that you feel passionate about, that serves a real need, and that your conscience tells you to do." This goes beyond the *7 Habits* into the area of **leadership** — of families, homes, and businesses.



### Volunteer Work Related to the Career Clusters

*Architecture and Construction* – Work at a Habitat for Humanity site.

*Business, Management, and Communications* – Arrange a food drive for the community.

*Education and Training* – Organize one night a month to teach parents a topic that they request.

*Information Technology* – Develop a school Web site.

### Poverty Simulation

The Community Action Poverty Simulation is a tool that educates people in the community about the day-to-day realities of life with a shortage of money and a huge amount of stress. During a simulation, participants role-play the lives of low-income families, from single parents trying to care for their children to senior citizens trying to live within the means of their Social Security check. The task of each family is to provide food, shelter, and basic needs during the simulation while interacting with various community resources. This program is available for a fee by contacting Jack Hedrick, Junior Achievement District Manager at [jack@jatulsa.org](mailto:jack@jatulsa.org) or 405-880-1594. Mr. Hedrick can also explain the economic programs that are available for K-12 students that are taught by business volunteers.

### Volunteering Stats

Forty-four percent of adults volunteer and two-thirds of these volunteers began volunteering their time when they were young.

Adults who began volunteering as youth are twice as likely to volunteer as those who did not volunteer when they were younger.

Independent Sector Survey, 2002

<http://www.independentsector.org/programs/research/engagingyouth.html>

### Volunteering Survey

Read sample results from the *USA Weekend's* 18th Annual Teen and Volunteering Survey of 21,700 students in Grades 6-12.

[http://www.usaweekend.com/05\\_issues/050424/050424teen\\_survey.html#surveyall](http://www.usaweekend.com/05_issues/050424/050424teen_survey.html#surveyall)

*About how many hours a year do you volunteer?*

Fewer than 20 hours: 15%

20 to 39 hours: 35%

40 to 59 hours: 13%

60 to 80 hours: 7%

More than 80 hours: 30%

*Which of the following examples of volunteering appeals to you the most? (Pick only one.)*

Visiting with sick kids in the hospital: 22%

Feeding the homeless: 17%

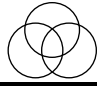
Tutoring: 16%

Helping to build affordable houses: 12%

*Do you expect to volunteer as an adult?*

Yes: 93%

No: 7%



## Part-Time School Leadership Positions

Designate a task for the day or week from a cluster of study. Brainstorm with students a list of possible tasks students could be assigned to do in the classroom and school that would fit in each of the 16 clusters. Rotate or have students apply for these positions. These ideas can be used as examples:

### **Agriculture, Food and Natural Resources**

- Water plants for that day or week.
- Feed the ant farm or other animals in the classroom or another classroom.

### **Architecture and Construction**

- Turn lights off when rooms are empty.
- Design another arrangement of classroom desks.

### **Arts, A/V Technology and Communications**

- Edit class newspaper.
- Broadcast school news on the public address system.

### **Business, Management and Administration**

- Collect lunch count and attendance for the office.
- Organize the number of cafeteria lunches, bag lunches, salads, and a la carte on a school form.

### **Education and Training**

- Tutor students with assignments.
- Read to younger students.

### **Finance**

- Work in school store taking inventory and making change.
- Provide student lunch loans to those who forgot their lunch money.

### **Government and Public Administration**

- Lead in voting between two activities.
- Lobby for students' suggestions.

### **Health Science**

- Lead opening exercise during physical education.
- Monitor hand washing prior to lunch.

### **Hospitality and Tourism**

- Clean tables and assist in lunchroom.
- Greet visitors at classroom door.

### **Human Services**

- Serve as conflict manager.
- Serve as a buddy to a new student.

### **Information Technology**

- Load software on computers.
- Troubleshoot during computer lab.

### **Law, Public Safety, Corrections and Security**

- Serve as crossing guard.
- Escort younger students to bus.

### **Manufacturing**

- Recycle paper.
- Assemble snacks or art supplies for younger students.

### **Marketing, Sales and Service**

- Decorate a bulletin board.
- Post ads explaining upcoming activities.

### **Science, Technology, Engineering and Mathematics**

- Serve as a problem solver to other students.
- Set up mike for an assembly.

### **Transportation, Distribution and Logistics**

- Assist students in wheel chairs.
- Deliver snacks to younger students.