Phase 1 Guides

In this packet you will find guides to complete Phase 1 of the Living Leadership Program.

Phase 1 Requirements:

- Participate in a club/organization/team on campus (minimum 8 contact hours)
- Complete 5 leadership development workshops, StrengthsQuest® required
- Complete Phase 1 portfolio (reflection guides provided)

Portfolio Requirements:

- Neat and organized with:
  - Front cover with your full name
  - Resume
  - Table of contents
  - Completed reflections
    - Student Involvement Reflection (1)
    - Leadership Experience Reflections (5 total, can include the following)
      - Workshop Reflections
      - Living Leadership Retreat Reflection
      - Living Leadership Conference Reflection
  - Advisor approval form (signed by your advisor)
  - Personal additions (optional)

Guides Provided:

- Student club/organization/team participation reflection guide
- Leadership workshop reflection guide
- StrengthsQuest workshop reflection guide
- Living Leadership Retreat reflection guide

Suggested Supporting Materials and Personal Additions:

- Flyers, brochures, information sheets from activities and involvement
- Agendas, minutes, meaningful club documents
- Select photos from activities and involvement
- Unique artifacts to set your portfolio apart
Student Group Membership

After participating in a student group (club, organization, athletic team) for a minimum of 8 contact hours, you may begin to reflect on your student group experience.

Reflections must be a minimum of 2 pages, typed, double-spaced, with 12 point font and 1-inch margins. Please address the following points in your reflection:

- What is the name of the student group you participate in and how did you become connected with the group?
- Why did you decide to join this group?
- What is the mission of your group? Give a brief overview of what your group does.
- How does your group work together as a team to accomplish the mission?
- Describe your role within the group. What responsibilities do you have in your position?
- What do you like the most about being a part of this student group? The least?
- What are your goals for being involved in this group?
After participating in a Leadership Development Workshop, please address the following points in your reflection. Reflections must be a minimum of 2 pages, typed, double-spaced, with 12 point font and 1-inch margins.

• Part 1 – What?
  o Describe this session. Who presented, what was the topic, who was there and why were you there?
  o What were you hoping to learn by attending?

• Part 2 – So What?
  o Did you get valuable information from the session?
    ▪ What lessons did you take away?
    ▪ How did you feel during the session?

• Part 3 – Now What?
  o The most enlightening thing I took away from this session was...
  o This session will assist me in developing my full leadership potential because...
  o What is at least 1 thing you plan on taking from this session and putting into action in the future? (Be specific. You can do more than 1 and remember to consider all the communities you belong to.)
  o Concluding thoughts... anything you would like to add to this reflection about your experience
Please submit this reflection with the StrengthsQuest® report attached.

After completing the StrengthsQuest workshops, you are ready to complete the reflection on your top themes. Reflections must be a minimum of 2 pages, typed, double-spaced, with 12 point font and 1-inch margins. Please address the following points in your reflection:

- What are your top five themes?
- Explain each theme in your own words. Do you identify with them? Why or why not?
- What are the advantages of your top themes? Do you feel there any limitations? Why?
- How can you use your top five themes to be an effective leader?
- How will your themes assist you with achieving active participation, multiple perspectives, and conscious decision-making so you may become a catalyst for positive change?
Leadership Retreat Reflection Guide

After participating in the Living Leadership Retreat, please address the following points in your reflection.

Reflections must be a minimum of 2 pages, typed, double-spaced, with 12 point font and 1-inch margins.

- What were your thoughts about leadership before attending the Leadership Retreat?

- Were you new to the subject or a returning student leader?

- What does leadership mean to you after this experience?

- What are three significant things you took away from the retreat? Be specific.

- What did you most enjoy during the retreat and why?

- What did you learn from other student leaders about leadership and clubs at COD?

- How do you see yourself getting involved at COD this year?

- Please add any concluding thoughts.
Complete this reflection after participating in the Living Leadership Conference.

Reflections must be a minimum of 2 pages, typed, double-spaced, with 12 point font and 1-inch margins. Please address the following points in your reflection:

• In 3 words, describe your experience at the Living Leadership Conference.
• What is one thing (or more) you learned from the keynote speaker Jonathan Sprinkles?
• What breakout sessions did you attend?
• Describe at least one thing that you will be taking away from each breakout session.
• Did you feel this conference was beneficial to your leadership education? Why?
• What are your concluding thoughts on the conference?
• Would you recommend this experience for future students?
Student Involvement: Advisor Approval

Please have your club or organization advisor sign this form to approve your active participation.

I verify that ________________________ has actively participated in __________________________

Student Name                        Club / Org Name

for 8 or more hours (includes meetings, events, and/or other activities) during 2014/2015.

_______________________________________________________________

Advisor Name                        Date