



FOUNDATIONS OF EFFECTIVE LEADERSHIP

COURSE FORMAT

Anticipate approximately 5 hours of work per week for 9 weeks. The format for the first 8 weeks is to read, view, and listen to the assignments then participate in a group discussion. The group discussion should be a constructive back-and-forth exchange of ideas and views, increasing understanding of the topic through a sharing of ideas and posing of questions. Grading of one's participation in the group discussions is entirely subjective. At the conclusion of week 8, the knowledge gained and familiarity with the course content will help you write a 1,200 – 1,500 word assessment paper during week 9.

COURSE INTRODUCTION

Leadership is everyone's business. Leadership requires learning on the job and for ordinary people to do great things. Leaders don't have to hold positions of authority. They can be the person in the cubicle next to yours or the person that lives down the street. It is about the relationship you build with others. There is a myth that leaders are born not made, and thus, reserved for a few. However, research shows that leadership can be learned. It all starts with leading yourself. Know what you value and care about, then apply the fundamentals taught in this course to shape your leadership.

The goal of this 9-week on-line course is to provide you, the learner, with an understanding of leadership theories, concepts and traits, leadership as it relates to psychology types, leadership challenges, and five exemplary leadership practices. Upon completion of this course you will understand the various types of leadership styles. You will know how to better communicate and know what inhibits communication. You will be able to determine where are the action learning teams in your organization and how they can benefit your organization. You will grow your leadership attributes and develop new attributes. And lastly, you will be able to identify 5 practices of exemplary leadership that you can apply immediately.

COURSE OVERVIEW

The course will cover how to implement leadership theories, concepts, traits and challenges in both the operational and behavioral aspects of an organization. The eight lessons and assessment provide the learner a fundamental knowledge of the basic concepts of leadership, theory, research, and application. The course will consist of eight lessons and a final assessment. Leadership is a reflective process. Thus, your final assignment will include a 1,200 and 1,500 words paper on summarizing your understanding of the outcomes of leadership types and translate your course learning into a personal leadership plan.

Lesson 1, Leadership Theories and Personal Attributes

Lesson 2, Management as It Relates to Leadership and Leadership Styles

Lesson 3, Action Learning Teams

Lesson 4, Communication in Leadership

Lesson 5, Communication in Leadership for Organizational Success

Lesson 6, Leader- Follower Relationship

Lesson 7, Leadership and Psychological Type

Lesson 8, Leadership The Challenge

ASSESSMENTS

Learners will be evaluated through two types of assessment activities: 60 points for discussion contribution and 40 points for the essay final examination. There are a total of 100 points. A mastery score of 80 points for the entire course is required to pass.

FACULTY BIO

Dr. B. Fiby Gaid is currently an Instructor at the FBI Academy. She has worked for the FBI for over 28 years holding various positions such as Acting Unit Chief, Instructor, Intelligence Analyst and Training Officer. Her previous experience includes tours in Counterintelligence, Counterterrorism, Criminal Investigative Divisions, and the International Operations Division. She has a Doctorate Degree in Management and Organizational Leadership, a Masters Degree in Adult Learning and Human Resource Development and a Bachelors Degree in Political Science/minor in Philosophy and specialty in Bio Ethics.