

Colorado CTE Course – Scope and Sequence

| Course Name | FCS Leadership | | Course Details | .5 semester long | |
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| | | | Course = 0.50 Carnegie Unit Credit | | |
| Course Description | Focuses on the leadership skills for contemporary organizations. Covers development and communication a shared vision to motivate and empower employees to manage conflict, to negotiate, and to develop teams. | | | | |
| Note: | This is a suggested scope and sequence for the course content. The content will work with any textbook or instructional resource. If locally adapted, make sure all competencies are covered. This course aligns to the CCNS (MAN 224). Please contact your local community college partner for credit options available. | | | | |
| SCED Identification # | 12052 | Schedule calculation based on 60 calendar days of a 90-day semester. Scope and sequence allows for additional time for guest speakers, student presentations, field trips, remediation, or other content topics. | | | |
| All courses taught in an approved CTE program must include Essential Skills embedded into the course content. The Essential Skills Framework for this course can be found at https://www.cde.state.co.us/standardsandinstruction/essentialskills | | | | | |
| *Generic competencies can be used throughout the Topical Outline | | | | | |
| Instructional Unit Topic | Suggested Length of Instruction | CTE or Academic Standard Alignment | Competency / Performance Indicator | Outcome / Measurement | CTSO Integration |
| Qualities of leadership | | Standard: Understands techniques, strategies, and systems used to foster self-understanding and enhance relationships with others | Discuss a fundamental understanding of leadership | Identify leadership qualities Examine how a leader “acts” | *This course can be used to develop your CTSO leadership teams |
| | | | Identify personal leadership orientation and philosophy | Historical perspective - traits behavior and relationship theories Contingency approaches to leadership | |

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| Leadership Theories | | Explain the concept of leadership | Demonstrate effective techniques and strategies for articulating a vision, shaping culture and organizational values | Historical perspective - traits behavior and relationship theories Contingency approaches to leadership | |
| Personal leadership | | Explain the nature of ethical leadership | Contemporary skills manifested by effective leaders Discuss the role of a leader in initiating change and helping others adjust to change | A. Mind and emotion B. Courage and moral C. Followership | |
| | | | Goal Setting | Define vision statements, long term and short term goal settings and strategic action steps Create their own personal vision statements Write and evaluate goal statements Write and analyze strategic action steps | |
| | | | Discuss ethics in leadership | Define, describe and practice ways to impart proper ethics to others Manage situations in which ethics are in conflict Identify, evaluate and clarify personal codes of ethics Take actions based on their personal codes of ethics | |
| Leading teams | | Assist with leadership development of | Identify the elements of effective team building | A. Motivation B. Empowerment | |

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| | | individuals (HR:509) (MN) | | <ul style="list-style-type: none"> C. Delegation D. Power E. Influence F. Ethics | |
| | | Employ leadership skills to achieve workplace objectives | Discuss the roles of leadership authority and power in motivating, empowering and delegating as effective leadership skills | <ul style="list-style-type: none"> Explain the importance of leading teams Examine how to organize groups Analyze five stages of group development Describe various types and forms of group discussion Demonstrate how to lead a group discussion Discuss the importance of delegation Describe the dynamics of consensus building Identify the various techniques in enhancing group activities | |
| | | | Conflict Resolution | <ul style="list-style-type: none"> Interpret the causes of conflict Discuss how conflict can be positive Identify and demonstrate conflict handling styles, i.e. manage/resolve. Learn about compromise and demonstrate its use. Outline personal procedures to manage and handle conflict. | |

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| | | | | <p>Identify and discuss contributions of different cultures.</p> <p>Identify cultures within a community and school.</p> <p>Assess the implications of peoples' perceptions and prejudices upon different cultures</p> <p>Compare similarities and differences between past and present generations.</p> <p>Compare similarities and differences between genders.</p> | |
| Leading the organization | | Explain the nature of leadership in organizations | Describe the various types of conflict resolution, and discuss the role the leader can play in managing conflict | <p>A. Vision and strategic direction</p> <p>B. Culture and values</p> <p>C. Change</p> | |
| | | Explain the nature of effective communication | Discuss the complexities inherent in ethical leadership | <p>Recognize the different forms of communication</p> <p>Identify and practice listening skills.</p> <p>Identify and discuss nonverbal communication.</p> <p>Develop verbal communication skills.</p> <p>Practice the use of all forms of communication.</p> <p>Compose a letter using proper business letter formatting</p> <p>Paraphrase a phone message to convey the reason for the call</p> | |

