

Preparing to Lead

Course Syllabus Spring 2019

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Course Overview: Leadership skills are expected in residents from the very beginning of residency but not generally explicitly taught. Residents start by teaching and leading others (including medical students), and progress to leading teams and upon graduation to leading a group or practice, assuming medical administrative leadership tasks, or serving as leader and role model in one's community. This course is an online and self-study elective that allows participants through self study, reflection and small group discussion to learn more about one's strengths, leadership style and areas for continued growth.

In this syllabus you will find the following

- Expectations
- Course Objectives
- Week by Week Schedule for the four-week course (two-week option incorporated)
- Summary of course assignments
- Assignment Due Dates by Session
- Resources to complete assignments (Readings and online resources)
- Additional Resources and References

Expectations:

Participants are expected to: 1) complete all assignments (Book Reflections, and Journey Toward Self-Discovery log entries) by the date specified; 2) attend the class session each week (or if that is not possible, notify the lead instructor in advance and submit the make-up assignment by the date specified; and 3) share with your colleagues in class (as you feel comfortable), keeping all information shared confidential (not shared outside of the session with those not in your small group).

The course instructor is expected to provide feedback on your Journey Toward Self-Discovery Logs by Tuesday at 5 pm each week. She will be expected to provide feedback on the book reflections by Friday Noon of the week following submission.

Course Objectives: By completion of the elective you will be better able to:

Apply the concept of grit (passion + perseverance) in your work, as you move toward, and into residency training.

Share stories about how you have applied concepts explored in the course within your daily life (personal or work life).

Share the main concepts from a self-selected leadership book with peers, and discuss how you plan to use these concepts during residency training.

Week #	Topics for Discussion	Course Objectives – by Session You should be better able to:	Prerequisite Work (To be completed prior to session)	Class activity	Assignments (Due by start of session),
Week 1	Results of the Tools Completed; Learning Principles, Resident as Leader	1) Discuss Journey (tools); 2) Apply learning principles to own learning and that of others	Read Ambrose book, complete tools	Share elements of journey; Learning Principles Jigsaw activity	All: Ambrose Reflection, Week-one Log
Week 2	Seven Habits; TED hour podcasts and TED talks; Self-Compassion	1) Discuss Journey (Podcasts and TED talks) – go deeper self-compassion; 3) Apply seven habits to leading self and others; 4) Develop an action plan for use of course concepts in residency	Read Covey, listen to podcasts, view TED talks	Discuss Covey; Share journey;	All: Covey Reflection, Week two Log;
Week 3	GRIT; Providing written feedback; Application stories; Keys to a great multi-media presentation	5) Apply concepts of Grit; 6) Tell a “good” story of how applied a concept from course)7) Share the main concepts from a self-selected leadership book with peers	Read Duckworth, “good” story about applying a concept this week	Share book reflection; provide written and verbal feedback to each other	Duckworth Reflection; Week three story
Week 4	Leadership; Flourishing; Moving forward	4) Develop an action plan for use of course concepts in residency; 6) Tell a “good” story of how applied a concept from course); 7) Share concepts from	Read book from list; “good” story about applying a concept this week	Organize presentation on each book, Share key concepts with class	Book Reflection with slide & 90 second scrip; Week four story; Plan for future action

Summary of Assignments

Week 1:

Complete all tools (see below under Web-based resources)

Complete your Journey Toward Self-Discovery Log (week 1) and email to me by Tuesday 5PM.

Read the Susan Ambrose et.al. book;

Complete a two-page reflection (based on assignment instructions) and place it into your small group's book-reflection Dropbox.

Week 2:

Complete the curated list of podcasts (listen) and Ted Talks (watch);

Complete your Journey Toward Self-Discovery Log (week 2) within your Journey Dropbox ;

Read the Steven Covey book, Seven Habits of Highly Effective People; and

Complete a two-page reflection (based on assignment instructions) and place it into your small group's book-reflection Dropbox.

Week 3:

Complete your Journey Toward Self-Discovery Log (week 3 – a good or great story about applying one principle/concept);

Read the Angela Duckworth book *Grit*;

Complete a two-page reflection (based on assignment instructions) and place your reflection into your small group's book-reflection Dropbox; and

After class, place your in-class peer-feedback form into the book-reflection Dropbox.

Week 4:

Complete your Journey Toward Self-Discovery Log (week 4 – a good or great story about applying one principle/concept);

Read a book from the list and complete a one-page reflection (based on assignment instructions);

For the second-page of your reflection, prepare one PowerPoint slide (image only) with a written script of what you will say in your 90-second teaching-one-concept for session (put that in the "notes" section of the slide).

Prepare one slide (use standard size, 4:3) – click “Design” in your PowerPoint bar and then under “size” click “standard, 4:3). Remember this is image only (can have words in the image or key labels, but no other text).

Be sure to print out your one-slide as a PDF – in the “layout” section click on “notes” and then print it as a PDF. The PDF can be pasted into your reflection document as the second page.

Be sure to practice your 90-second presentation – speak slowly so that your “learners” can fully understand the principle or concept you are sharing.

Complete your Plan for Future Action (final entry in your Journey Toward Self-Discovery Log (based on assignment instructions). Remember we will email a copy of your entire Journey Log to you once feedback is provided.

Readings and Resources to Complete Assignments

Readings

Required Books

Week 1: Ambrose SA et al. *How Learning Works: Seven Research-Based Principles for Smart Teaching* The Jossey-Bass Higher and Adult Education Series, 2011.

Week 2: Covey, Stephen R. *The 7 Habits of Highly Effective People: Powerful Lessons in Personal Change*. Free Press; 15 any edition (November 9, 2004) Simon & Shuster: New York, 1989.

Week 3: Duckworth Angela. *Grit: The Power of Passion and Perseverance*. Scribner; 2016 (May 3)

Week 4: Five choices:

Dweck Carol. *Mindset: The New Psychology of Success*. Random House; 2006

Goleman D, Boyatzis RE, McKee A. (2004) *Primal Leadership: Learning to Lead with Emotional Intelligence*. Harvard Business School Press; Reprint edition (March 2004)

Kouzes, James M. Posner, Barry Z. *Learning Leadership: The Five Fundamentals of Becoming an Exemplary Leader*. Wiley, San Francisco, May 5. 2016

Neff, Kristin. *Self-Compassion: The Proven Power of Being Kind to Yourself*. HarperCollins e-books; Reprint edition, 2011 (Apr 19)

Seligman, Martin. *Flourish*. Atria Books; Reprint edition (April 5, 2011) – can skip either Chapter 5 or Chapter 6 (your choice)

Web-Based Resources

Week 1: Links to tools - Mindset, Grit and Self-Compassion, Mindfulness, and VIA Character Strengths Survey, (Total time approximately 55 minutes)

VIA Character Strengths Survey: <http://www.viacharacter.org/www/Character-Strengths-Survey>

Mindset self-assessment tool: <https://mindsetonline.com/testyourmindset/step1.php>

Self-Compassion Scale: <http://self-compassion.org/test-how-self-compassionate-you-are/>

Grit Scale Quiz: <http://angeladuckworth.com/grit-scale/>

Mindfulness Tool: link will be emailed to you.

Week 2: Resources to listen to and/or watch (Total time approximately 1.5 hours)

Recommend doing them in order – they build upon each other

First podcast: Ted Hour, Nudge – the third segment with Carol Dweck (mindset) – approximately 11 minutes <http://www.npr.org/programs/ted-radio-hour/483080945/nudge>

First Ted Talk: Carol Dweck: The power of believing that you can improve (includes discussion of research supporting the concept of mindset) 10:20 minutes
https://www.ted.com/talks/carol_dweck_the_power_of_believing_that_you_can_improve

Second Ted Talk – Kristin Neff – The Space Between Self-Esteem and Self Compassion: Kristin Neff at TEDxCentennialParkWomen - 19 minutes <https://www.youtube.com/watch?v=lvTZBUSplr4>

Third Ted Talk – Brené Brown – Vulnerability - 20 minutes
https://www.ted.com/talks/brene_brown_on_vulnerability

Second Podcast: TED Hour, Success – the second segment with Angela Duckworth – 9 minutes
<http://www.npr.org/2013/10/25/240777690/success>

Fourth Ted Talk – Angela Duckworth – Grit - 6 minutes <http://www.npr.org/2013/11/01/240779578/is-having-grit-the-key-to-success>

Fifth Ted Talk – Greg Eells – Resilience - 16 minutes <https://www.youtube.com/watch?v=eLzVJVM1BUc>

Bonus Online Resources:

Edward Deci - motivation (self-determination theory, SDT; controlled versus autonomous motivation; autonomy support) <https://www.youtube.com/watch?v=VGrcetsOE6I>

Guy Winch – Why we all need to practice emotional first aid (reinforces the concepts above)
https://www.ted.com/talks/guy_winch_the_case_for_emotional_hygiene

Mindfulness overview (mindful practices like meditation and mindful yoga have been demonstrated to increase resilience): <https://www.youtube.com/watch?v=EJjyrzqkXrE>

Palouse Mindfulness – six-week course (extremely useful to enhance mindfulness)
<https://palousemindfulness.com/>

References:

Mindset, Grit, Self-Compassion, Vulnerability, Resilience, Crucial Conversations, Non-Violent Communication:

Beaumont E, Irons I, Rayner G, Dagnall N. Does compassion-focused therapy training for health care educators and providers increase self-compassion and reduce self-persecution and self-criticism. *JCEHP*. 36(1):4-10, 2016.

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