

Module	Session 6: Being a leader
Qualification	Unit Leader / Assistant Unit Leader
Proposed length of session	30 mins

Training Objectives
<p>During this session leaders will:</p> <ul style="list-style-type: none"> • Participate in a number of games and activities to develop communication skills including active listening. • Compare leadership styles. • Identify their own leadership style. <p>After the session, Leaders will be able to:</p> <ul style="list-style-type: none"> • Have the necessary skills to communicate appropriately with girls, parents/caregivers, other leaders and the community in a suitable way. • Communicate relevant information using and appropriate method, eg flyer, email, word of mouth etc. • Identify different Leadership styles and the strengths of the main styles • Identify their own leadership style knowing how to use their strengths in the leadership team.

General notes: Communication: Below are three suggested approaches. **Chose one only.** Activities used in this session are left to the trainer's discretion and the participants' needs. However it is imperative that emphasis is placed on the importance of clarity of message and politeness. Poor communication affects the smooth running of unit, relationships with parents and other leaders and can lead to a poor view of Guiding in the community.

Leadership styles: There are numerous Leadership style quizzes available. Two are included in the Resources. Participants should be encouraged to look at the advantages of a number of styles including Situational leadership, Authoritarian (Autocratic), Participative (Democratic) and Delegative (Laissez-Faire). Emphasise the positives of each. This is an opportunity to ensure participants recognise the danger of appearing overbearing and intimidating.

MODULE OUTLINE			
Time	Activities	Trainers Notes	Resources
15 mins	Communicating with girls leaders & the community OR	<ul style="list-style-type: none"> • Who do we need to communicate with as a leader? The girls, co-leaders in the unit, other leaders in the District and region, parents, Support Group and community. • Important to ensure written information including sms and emails are correctly spelt and punctuated and not sent in anger or frustration; • Important to get the message across accurately and in a memorable way. 	<ul style="list-style-type: none"> • Trainer's own communication games and activities
	Communicating with parents OR	<ul style="list-style-type: none"> • What needs to be communicated? In what form? Match the communication to the best method of delivery using an in-box training method. • Things to be communicated include: Program information (discussed in last session); Guiding PR • Ways of communicating: Face to face, email, sms, phone, letter, flyer... 	<ul style="list-style-type: none"> • 6.1 Information for parents • 6.1 Methods of communicating • 6.1 Information for In-box activity
	Developing communication skills	<ul style="list-style-type: none"> • Important communication skills: listening; open and closed questions; clarity of message. • Participate in fun and hands on practical activities and games that develop communication skills. 	<ul style="list-style-type: none"> • Trainer's own communication games and activities

15 mins	6.2 Types of leadership	<p>Trainer: Discuss the characteristics of the following styles - be positive, eg Authoritarian is great in an evacuation of the meeting place. Participants will probably be a mixture of styles. Discuss the advantages of Situational leadership.</p> <ul style="list-style-type: none"> ○ Authoritarian (Autocratic) ○ Participative (Democratic) ○ Delegative (Laissez-Faire) ○ Situational <ul style="list-style-type: none"> ● Each patrol produces a skit to demonstrate to the group the strengths of a style, eg Autocratic – necessary leadership style when evacuating the hut in an emergency. <p>Trainer: Debrief by highlighting the positives and question group about when it is best to use that style of leadership.</p> <ul style="list-style-type: none"> ● Pictures of famous leaders - what are their leadership styles? <p>Trainer: What is there about their leadership style that inspires you?</p> <ul style="list-style-type: none"> ● Trainers give out Leadership quiz to do in their own time if they wish. <p>Note: Quotes about Leadership placed around the walls would make a good talking point over dinner which follows this session.</p>	<ul style="list-style-type: none"> ● 6.2 Pictures of famous leaders ● 6.2 Information on common styles of leadership. ● 6.2 Leadership style quiz
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