



Centre for Leadership and Community Learning COURSE OUTLINE

Division: Centre for Leadership and Community Learning
Program: Management Development for Community Settings
Course Code: **MDCS230**
Course Title: **Leading in Effective Teams**
Course Effective Date:

Previous course code & title:

Required **Elective** **Credits: 1.0**

Total Course Hours (face-to-face): 14

Lab Hours (if any): NA

Practicum Hours (if any): NA

Delivery Method:

Face-to-face **Distance** **Online**

Prerequisites: **MDCS110,120**

Equivalent Course(s) within the JI:

Brief Description:

Leaders of successful agencies and organizations understand the importance of dynamic and effective teams. For teamwork to occur, team members need to learn more about team leadership styles, communication among team members, working in meetings and team discussions, and helping the team learn together. This module is intended to help participants establish and maintain a productive team atmosphere in the workplace. Participants will learn more about their leadership role in creating a team with effective problem-solving and critical thinking skills. They will learn through short presentations, style inventories, coaching sessions, and case studies, with a focus on practical application of their learning in teamwork situations in their own workplace.

Evaluation Profile:

Attendance only **Credit / No Credit**
 Complete/Incomplete **Pass/Fail**
 Letter Grade **% Grade**

Passing Grade (if applicable): Credit granted

Evaluation Methods and Percentage of Total Grade:

100% attendance in all classes;

Active contribution in large and small group discussions and activities.



Self evaluation

Skills practice role plays

Completion of written project assignments for MDCS 245, MDCS 285, required for MDCS certificate. Each assignment will be graded on:

- Demonstrated understanding of the content and theory
- Compliance with the assignment requirements
- Provision of sufficient evidence and detail to support your opinions
- Originality, creativity and apparent personal effort
- The practicality of your recommendations
- Clarity of thought, communication and writing skills

Comments will be given on each assignment. However, there will not be a percentage mark assigned. If the assignment fails to meet the established criteria, you will be granted one opportunity to resubmit so that you can earn your certificate.

Learning Outcomes / Goals:

At the end of this 2 day, 14 hour program, participants will leave this course with an overview of current research and knowledge on the nature and characteristics of teams and what it takes to be an effective team leader.

Learning Objectives:

Upon successful completion of this course, the participant will be able to:

Identify different team leadership styles and strengths

Identify trends in team dynamics, such as conformity, group norms and 'group think'

Encourage creative thinking and problem-solving in teams

Describe structured methods for arriving at team decisions

Assess one's team's functioning using an assessment instrument

Plan how to improve the way one's team works.

Course Topics/Content:

The nature of team work and its importance in the modern workplace

Team leadership styles and their impact on team morale and productivity

Critical thinking and creativity in teams



Team problem-solving and decision-making

Effective team meetings

Characteristics of successful teams.

Text and Resource Materials:

Required:

Recommended:

Miscellaneous handouts and articles

Comments and Course Policies:

Evaluations: Students who receive an incomplete mark for required assignment submissions will have one opportunity to resubmit. The resubmitted assignment must successfully address any concerns outlined in the feedback provided on the original submission.

Course outline changes: All changes to course outlines communicated to learners in class.

JI Policies refer to website:

www.jibc.bc.ca/studentsservices/main/academicsservices/policies.htm