

KEFW

Leadership

Student Training Resources Pack



KEFW Leadership – Student Training Programme

Overview

- ❖ Training is for those in the Leadership programme who are in:
Year 9 (13-14 year olds) all the way up to Year 12 & 13 (16-18 years old)
 - Training is on **Monday lunchtimes** and last an hour
 - 16 - 18 year olds have an additional session on Friday afternoons which is two hours

Recruitment

- ❖ Two main sections of recruitment:
- ❖ Year 9 (30 students selected)
 - Presentations
 - Application forms
- ❖ Year 12 – strict selection (20 students selected)
 - Presentations
 - Application forms (see page 2)
 - Interview process with senior Leadership member

Teaching and Planning

- ❖ Heads of Years plan every lunchtime training session to fit the Leadership Curriculum (see KEFW Levels and Curriculum document)
 - Can use a simple planning structure (see page 3)
 - Or personal planning structure (see page 4)
 - Every plan is evaluated before teaching by Deputy Head of Leadership
- ❖ Lessons depend on year group
 - Year 9 are taught more informal, fun activities focused on teamwork and building confidence
 - For example: 'SELL ME THAT SPOON!' (see page 5)
 - Year 12 are taught more formal, planning-related, business activities to build organisational and teaching skills
 - For example: 'Random Request' (see page 6 - 9)

Evaluation

- ❖ Evaluation of training sessions
 - Senior member of Leadership will sit in the lesson and evaluate the positives and negatives of selected sessions using the evaluation sheet (see page 10)
 - Important so teaching standards are maintained and those being taught are ready for Saturday morning Masterclasses
- ❖ Evaluation of teachers
 - Senior members of Leadership will evaluate the performance of individual teachers
 - Important to see who shall be delegated which classrooms on Saturday morning Masterclasses

Year 12 Leadership Application

Name:

Form:

Why have you applied for Leadership?

What attributes do you already possess which make you a suitable candidate for Leadership?

Give an example of where/when you have worked:

a) in a team environment

b) in a leadership role

a)

b)

How do you hope to benefit from Leadership?

What qualities can you offer in order to positively impact the Leadership programme?

KEFW LEADERSHIP - BASIC STUDENT TRAINING SESSION PLAN

YEAR GROUP:

TITLE OF LESSON:

DURATION OF LESSON:

LOCATION OF LESSON:

DELIVERY TEAM:

AIMS OF THE LESSON

1 _____

2 _____

LESSON CONTENT – SUMMARY OF THE LESSON

ACTIVITY	TIME	VENUE	ACTIVITY LEADER	DESCRIPTION OF ACTIVITY

MAIN Q.E.A.S (QUALITIES, EXPERIENCES, ATTITUDES, SKILLS) COVERED IN THIS LESSON

SELF MOTIVATION		TIME BUDGETING	
MOTIVATION OF OTHERS		INDIVIDUAL RESPONSIBILITY	
PROBLEM SOLVING		WORKING WITH OTHERS	
INITIATIVE		EMOTIONAL INTELLIGENCE	
WRITTEN COMMUNICATION		ANTICIPATION	
VERBAL COMMUNICATION		JUDGEMENT	
NEGOTIATION		DECISION MAKING	
PLANNING		BUDGETING	

RESOURCES NEEDED:

WHAT HEALTH AND SAFETY ISSUES ARE THERE?

SIGNED BY DNDC/HoL/DHoL _____

PLEASE ATTACH TO THIS COVER SHEET ALL THE RESOURCES THAT YOU WILL USE IN THE SESSION

Trick Presentations

(Friday 2nd October – Preparation and Monday 5th October - Presentation)

Friday

2:00pm Start

<u>Time</u>	<u>Activity</u>	<u>What does that include?</u>
2:00pm – 2:10pm	Introducing Activity/Register	Register Introduce the Presentations Put into pre-picked groups
2:10pm – 3:00pm	Preparation of Presentations	(See Below)

Monday

1:00pm Start

<u>Time</u>	<u>Activity</u>	<u>What does that include?</u>
1:00pm – 1:10pm	Introducing Activity/Register	Register Move all but presenting group into spare room
1:10pm – 1:40pm	Presentations	(See Below)

Trick Presentation

They will have to prepare a 5 minute presentation (must include a PowerPoint to be given to the teachers between 2:45 and 3:15pm. They will have been put into pre-picked groups – make them work with people they wouldn't normally. They will also be assigned random topics that they would probably know very little about. When they present the following Monday, they will not be able to use the computer. Meaning therefore they do not have the PowerPoint to use to help them out. They will have to improvise.

Equipment needed:

- Computer Rooms
- Spare Room

Qualities focused on:

- Initiative
- Organisation
- Time Management
- Teamwork
- Public Speaking

SELL ME THAT SPOON!

Background:

You are a marketing department of a British based multinational company that manufactures spoons.

Activity:

You need to develop an advert within a marketing strategy to increase sales of spoons to the European Union market.

You must:

1. plan the advert
2. state how it plays a part in an overall strategy for increasing sales
3. perform the advert

Time:

15 mins planning; 5 mins presentation on how the advert plays a part in an overall strategy for increasing sales of spoons; 2 minutes for the performance of the advert – you will be stopped after this time has elapsed for each section.

Leadership:

Division of tasks, time management, creativity, setting aims and objectives, team work

RANDOM REQUEST – PROBLEM SOLVING, DECISION MAKING AND JUDGEMENT

You have 25 minutes to complete as many of the tasks as possible. Highest score wins.

Question 2 is compulsory, and you must complete Question 5 before any other question. Note that different questions have different values of points. The points equate to money and the money will be a key factor in next week's session.

You must see Mr Chamberlain, or other nominated person to check that you have successfully achieved each task and they will sign off each task.

NUMBER	TASK	POINTS	COMPLETE?
1	Multiply the amount of windows in this room by the amount of countries bordering Belgium	5	
2	i)Decide a name for your team. The name must have some connection with Ireland ii)Agree a 'strap line' for your group. A strap line is a 1 sentence, short and snappy, summary of your group's skills and talents.	3 5	
3	Solve the following: i)If a businessman was staying in St Petersburg, Russia and was quoted a hotel room for one night at 17,500 Roubles, how many pounds is that at today's interest rate? ii)If a business woman was staying in St Petersburg, Russia and was quoted a hotel room for one night at Euros 505, how many Roubles is this at the current exchange rate? iii)Which one of the two rooms in i) and ii) offers the best value to the business traveller?	10 10 10	
4	Name the country which joined the European Union in 2013, state its capital city and name one reason why this country joining the EU is good for the UK?	30	
5	What position did Bristol Rovers finish in the Football Conference league in the 2014/15 season?	20	
6	Make us laugh by telling us a joke	15	
7	Design a simple tower that might be used for offices, a hotel or for luxury living, build a scale model of it and name it.	10+10+2	
8	Draw a square and a triangle with a hat on.	15	
9	Riddles: i)What gets wetter an wetter the more it dries? ii)What can go all around the world but stays in the corner? iii)Where do fish keep their money?	20	

10	Compose and then perform a 1 minute piece of music. The theme of the music must be: 'Summer Holidays'. All of your group must be involved in this. What is the name of the music?	35	
11	All of your group must be involved in this. Perform a 2 minute version of a pantomime of your choice. State at the beginning what the pantomime is.	65	
12	Play Pictionary with one of the staff in the room and get them to guess the following: i)The Great Escape ii)Big Ben iii)England	5+5+5	
13	Collect the following items and create something interesting with them. What have you created? Items: 5 paper clips, a mobile phone (or equivalent), a bar of chocolate, 5 blades of grass, 2 sheets of paper.	50	
14	Do Vampires really exist? What is your proof?	25	
15	How many medals did the Netherlands win at the 2012 Olympic games and where in the medal table did they finish?	15+5	
16	What is the capacity of SC Cambuur's stadium?	15	
17	If a business investor was willing to invest £5000 in a business idea of yours, what would your idea be and how would you spend the money?	50	
18	Why do people think that brown bread is healthier than white bread? Why do many people still eat white bread rather than brown bread?	20	
19	What are the national airlines of the following countries? i)Portugal ii)Poland iii)France	5+5+5	
20	As a group, jump in the air three times and shout 'Parsnips'	10	
21	20 minutes from the beginning of the game, assemble yourself in height order and shake our hands	20	
22	Design and build a way to transport a marble 3 metres in exactly 30 seconds	50	
23	What is the longest European river?	10	
24	What is the currency used in the following countries? -Lithuania -Switzerland -Andorra	5+5+5	

RANDOM REQUEST 2 ANSWERS – PROBLEM SOLVING, DECISION MAKING AND JUDGEMENT

You have 30 minutes to complete as many of the tasks as possible. Highest score wins.

Question 2 is compulsory, and you must complete Question 5 before any other question. Note that different questions have different values of points. The points equate to money and the money will be a key factor in next week's session.

You must see Mr Chamberlain, or other nominated person to check that you have successfully achieved each task and they will sign off each task.

NUMBER	TASK	POINTS	COMPLETE?
1	Multiply the amount of windows in this room by the amount of countries bordering Belgium ?? x 4	5	
2	i)Decide a name for your team. The name must have some connection with Ireland ii)Agree a 'strap line' for your group. A strap line is a 1 sentence, short and snappy, summary of your group's skills and talents.	3 5	
3	Solve the following: i)If a businessman was staying in St Petersburg, Russia and was quoted a hotel room for one night at 17,500 Roubles, how many pounds is that at today's interest rate? £204 ii)If a business woman was staying in St Petersburg, Russia and was quoted a hotel room for one night at Euros 505, how many Roubles is this at the current exchange rate? 31,228 roubles iii)Which one of the two rooms in i) and ii) offers the best value to the business traveller? CAN'T SAY – WHAT IS ROOM LIKE ETC	10 10 10	
4	Name the country joined the European Union in 2013, state its capital city and name one reason why this country joining the EU is good for the UK? CROATIA; ZAGREB; NEW MARKETS	30	
5	What position did Bristol Rovers finish in the Conference League? 2nd	20	
6	Make a student leader or teacher laugh by telling them a joke	15	
7	Design a simple tower that might be used for offices, a hotel or for luxury living, build a scale model of it and name it.	10+10+2	

8	Draw a square and a triangle with a hat on.	15	
9	Riddles: i)What gets wetter an wetter the more it dries? A TOWEL ii)What can go all around the world but stays in the corner? A STAMP iii)Where do fish keep their money? A RIVER BANK	20	
10	Compose and then perform a 1 minute piece of music. The theme of the music must be: 'Summer Holidays'. All of your group must be involved in this. What is the name of the music?	35	
11	All of your group must be involved in this. Perform a 2 minute version of a pantomime of your choice. State at the beginning what the pantomime is.	65	
12	Play Pictionary with one of the staff in the room and get them to guess the following: i)The Great Escape ii)Big Ben iii)England	15	
13	Collect the following items and create something interesting with them. What have you created? Items: 5 paper clips, a mobile phone (or equivalent), a bar of chocolate, 5 blades of grass, 2 sheets of paper.	50	
14	Do Vampires really exist? What is your proof?	25	
15	How many medals did the Netherlands win at the 2012 Olympic games and where in the medal table did they finish? 20 & 13th	15+5	
16	What is the capacity of SC Cambuur's stadium? 10,000	15	
17	If a business investor was willing to invest £5000 in a business idea of yours, what would your idea be and how would you spend the money?	50	
18	Why do people think that brown bread is healthier than white bread? Why do many people still eat white bread rather than brown bread?	20	
19	What are the national airlines of the following countries? i)Portugal TAP ii)Poland LOT iii)France AIR FRANCE	10	
20	As a group, jump in the air three times and shout 'Parsnips'	20	
21	20 minutes from the beginning of the game, assemble yourself in height order and shake our hands	50	
22	Design and build a way to transport a marble 3 metres in exactly 30 seconds	50	
23	What is the longest European river? Volga	10	
24	What is the currency used in the following countries? -Lithuania Litas -Switzerland Swiss franc -Andorra Euro	5+5+5	

Monday Evaluation

YEAR GROUP:

TEACHERS:

ADDITIONAL
COMMENTS:

Assessor:

MODERATOR:

DATE:

Lesson Title:

Lesson Objective(s):

3 Positive aspects of lesson

In order of importance

Three horizontal blue bars for positive aspects of the lesson, each preceded by a white circle with a blue outline.

3 Improvements to make

In order of importance

Three horizontal blue bars for improvements to make, each preceded by a white circle with a blue outline.