

Application Packet to serve as a LEAD 212 Class Leader for Spring 2021

Application must be completed online: [LEAD212ClassLeaderApplication](#)

POSITION DESCRIPTION

Mission

The mission of the Staley School of Leadership Studies is to develop knowledgeable, ethical, caring inclusive leaders for a diverse and changing world.

LEAD 212: Introduction to Leadership Concepts

Our LEAD 212: Introduction to Leadership Concepts course serves multiple purposes for the benefit of our students, our School, K-State, and the local community.

- *Leader development.* Through service-learning and other engaged pedagogies, students have the opportunity to learn about, experience, and practice leadership.
- *First-year experience.* Nearly one out of four first-year students enroll in LEAD 212. We put great pride in providing an experience that connects first-year students to Kansas State and the community through leadership education. The intentional decision to divide students into learning communities (15-20 students) is a catalyst for students to feel connected with their peers. These learning communities contribute to student persistence as they work toward degree completion.
- *Introduction to the academic minor and programs.* Many students who complete LEAD 212 continue to pursue the leadership studies minor and/or participate in one of our many civic engagement programs. This course is our opportunity to invite students into more advanced leadership learning and development opportunities.

Class Leader Role Description

The minimum expectations/responsibilities of LEAD 212 Class Leader includes:

- Attend and actively participate in all training seminars, class preps, and LEAD 212 class times
- Commit time outside of class to prepare, plan, grade, meet with students, and assist with out-of-class activities
- Attend all classes and facilitate learning community sessions
- Teach in a hybrid modality utilizing both zoom and face-to-face synchronous learning.
- Communicate weekly with students via emails (or other means)
- Serve as role model and mentor for students
- Encourage students to fully participate in the university environment
- Participate in reflection opportunities around teaching/facilitation
- Additional responsibilities as assigned

LEAD 212 is a 3 credit hour course, This spring, LEAD 212 meets for 75 minutes 2x per week at either 9:30 – 10:45 a.m. or 1:05 – 2:20 p.m.

Monday	Tuesday	Wednesday	Thursday	Friday
Attend Class Prep (50 minutes)	Attend LEAD 212 Class (75 minutes)	*grade SDL activity for each student in learning community (30 min-1 hour)	Attend LEAD 212 Class (75 minutes)	*outside activity with your students (could be one on one meetings; taking your group to Call Hall, etc.) (1 hour)
*complete final preparations for class (30 min-1hr)			*send weekly email to learning community (15-20 minutes)	

Qualifications

The minimum qualifications for LEAD 212 Class Leaders are:

- Good academic (*minimum 2.75 cumulative GPA*) and disciplinary standing at K-State
- Understand and believe in the mission of the Staley School of Leadership Studies
- Have previously taken a LEAD 212 or equivalent introduction to leadership course; and have taken LEAD 350; and have taken LEAD 405; and currently enrolled in LEAD 450 or served as a LEAD 212 Class Leader during the Fall of 2020
- Exhibit responsibility, positive attitude, confidence, flexibility, team orientation, strong energy level, and excellent communication skills
- Relate well with students and faculty
- Able to give and receive constructive feedback
- Demonstrate a desire to learn about leadership
- Demonstrate willingness to develop self-awareness and teamwork, planning, and facilitation skills
- Available for training seminars prior to the start of the Spring semester (two hours per session) and individual winter work (approximately eight hours)
- Able to commit approximately five hours per week during the Spring 2021 semester for class time, class prep, grading, and individual meetings, etc.

Benefits & Wages

The benefits of serving as a LEAD 212 Class Leader include:

- The opportunity to gain significant leadership experience and professional development
- The opportunity to serve as a role model while assisting in the leadership development of first-year students
- The opportunity to work closely with Staley School faculty and staff
- Class Leaders will work approximately five hours per week at \$8 per hour

Training

LEAD 212 Instructors will provide class prep sessions each week to prepare class leaders with the personal, relational, planning, and facilitation skills needed to effectively lead a team or organization of peers. Utilizing the high-impact practices of experiential learning, LEAD 212 Class Leaders experience and experiment with the application of concepts through weekly learning community facilitation. Weekly class prep seminars provide the opportunity for reflection and the development of new understanding of self, others, and leading in community.

If you would like to gain college credit for this experience, please ask your instructor about enrolling in an independent study to accomplish that goal.

Please note: If hired, attendance is mandatory at all training sessions

SELECTION TIMELINE:

Friday, Nov. 20 at 11:59 pm

Applications are due by noon submitted via a [Qualtrics survey](#).

Friday, Dec. 11 at 5 p.m.

Candidates will be notified of their hiring status no later than Friday, Dec. 11.

Friday, Dec. 17 at Noon

Confirmation of position must be made through signing and submitting a Class Leader agreement.

SPRING 2021 CLASS LEADER APPLICATION

**For reference only. Applicants MUST complete the application online:*

KANSAS STATE
UNIVERSITY

Staley School of
Leadership Studies

[LEAD212ClassLeaderApplication](#)

General Information:

Name: _____ Student ID (WID): _____
(last) (first)

E-mail/eID: _____ Cell or Primary Phone: _____

Campus Address: _____

Home Address: _____

Birthday (month/day/year) _____

In Spring 2021, what year will you be entering K-State (based on years in college not credit hours)? __Third __Fourth __Fifth

Major(s): _____ Minor(s): _____

K-State GPA: _____ Anticipated graduation date from K-State (month/year): _____

Please list your StrengthsQuest "Top 5": _____

I am a RETURNING class leader ____ YES ____ NO

I have completed or am currently (Fall 2020) enrolled in LEAD 450 ____ YES ____ NO

I am available to participate in the LEAD 212 class from 9:30 – 10:45 on Tuesdays and Thursdays ____ YES ____ NO

I am available to participate in the LEAD 212 class from 1:05 – 2:20 on Tuesdays and Thursdays ____ YES ____ NO

Below, please list all classes you have taken, or programs you have worked with, in the Staley School of Leadership Studies. Indicate the semester you were involved with the class or program and what faculty member you worked with.

Ex: LEAD 212 in Fall 2015 with Mike Finnegan; International Service Teams with Kait Long _____

Resume:

Please attach a resume that includes the information listed below.

- Previous and current education including high school, prior college education, current major, anticipated graduation date and grade point average(s)
- Activities, service experience, leadership experience
- Present and former places of employment
- Honors, awards, and recognition

Short Essays:

Please respond to the following two questions on a separate sheet of paper. Limit your responses for all questions to **no more than one page total**, single-spaced.

(NEW APPLICANTS ONLY)

1. What was the most significant leadership challenge you have faced since coming to college? What did you learn from that experience and how could you relate that to your students to assist their learning?
2. Why are you interested in being a Class Leader, and what qualities or strengths do you have which will contribute to your ability to facilitate a meaningful learning community?

(RETURNING APPLICANTS ONLY)

1. Why do you want to serve as a Class Leader again? In what aspects do you think you will thrive most as a returning Class Leader and in what aspects do you most want to improve?
2. How will you plan to contribute to a learning community of Class Leaders and aid in the development of new Class Leaders?

References (New Applicants Only)

Please identify two *campus* references.

Name: _____ Title: _____ Phone: _____

Relationship to you: _____ E-mail: _____

Name: _____ Title: _____ Phone: _____

Relationship to you: _____ E-mail: _____

Verification of Information

I affirm that the information which I have provided on this application form and all other application materials for the position is complete, accurate, and true to the best of my knowledge. I hereby give approval for the Staley School of Leadership Studies personnel to check my academic and disciplinary records and understand that this information will be used only for the Class Leader selection process and employment decisions.

In addition, I agree to disclose any violations I might have that are in violation of the University Student Handbook or Honor Code. (Please do so in electronic application.)

Signature: _____ Date: _____

This application packet must be submitted online (via Qualtrics survey) by 11:59 p.m. Friday, Nov.20.

For additional information, please contact:

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