

## DEVELOPING MANAGERIAL & LEADERSHIP SKILLS

HRM 3440 A

Fall 2023

Thursdays, 2:30 - 5:30 p.m.

Location: SLH B

**Course instructor(s):** Soosan Latham, PhD

**Contact:** [soosand@yorku.ca](mailto:soosand@yorku.ca)

**Office Hours:** By Appointment

**Course webpage:** Eclass

### **Course objectives and learning outcomes:**

This course is an interactive and reflective course based on collaboration and group work. It is designed to help students develop personal leadership capabilities, and understand how build relationships to become an effective leader.

Grounded in theory, students will examine personality traits of leaders, nature and styles of leadership, and key leadership skills required to be effective. Discussions will include the importance of having a vision, establishing a positive and inclusive organizational environment, and overcoming obstacles to achieve personal and organizational goals. Emphasis is on developing self-awareness, understanding personal and interpersonal leadership strengths, and evaluating current organizational and societal complexities that influence leadership practice.

**Attendance in class sessions and active participation in discussions are strongly encouraged and contribute to student learning and engagement grade.**

Students are expected to review the assigned cases, chapters, posted articles, and be prepared to discuss them in small group setting and in class.

To benefit from on-going learning and development, as well as prepare for the final profile video, students are required to keep a reflective learning journal, complete weekly chapter self-assessments questionnaires, observational exercises, and reflection and action worksheets. These activities are designed to help students understand the concepts of management and leadership within the context of their personal life.

By completing the above course related activities, the students will be able to:

- *Through self-assessment questionnaires, gain an awareness of their own leadership philosophy, traits, skills, and behaviors.*

- *Through reflection and action activities*, develop an understanding and appreciation for the unique dimensions of their personal style, strengths and weakness, and ways to improve what they do as managers and leaders.
- *Through discussion of shared experiences*, expand their understanding of the fundamental way leadership is practiced in the North American context.

**Course Text Book:**

**Northouse, P. G. (2021). *Introduction to Leadership: Concepts and Practice* (5th ed.). Thousand Oaks, CA**

An interactive eBook version of the text is also available for students.

**Course Evaluation:**

Group Presentation	25%
Engagement/Participation	20%
Journal Entries/Profile Video	25%
Final Exam	30%

*All final grades will be reviewed by the School of Human Resources Management and the School reserves the right to modify them to maintain the expected standards.*

**Course Policies:**

Students do not have permission to duplicate, copy and/or distribute the session material or student presentations outside of the class.

**Academic Honesty and Integrity**

In this course, we strive to maintain academic integrity to the highest extent possible. Please familiarize yourself with the meaning of academic integrity by completing SPARK’s Academic Integrity module at the beginning of the course. Breaches of academic integrity range from cheating to plagiarism (i.e., the improper crediting of another’s work, the representation of another’s ideas as your own including those from AI platforms, etc.). All instances of academic dishonesty in this course will be reported to the appropriate university authorities, and can be punishable according to the Senate Policy on Academic Honesty.

**Course Information**

All students are expected to familiarize themselves with the following information:

- [Student Rights & Responsibilities](#)
- [Academic Accommodation for Students with Disabilities](#)

- [For more language on course information, please consult the University's [Important Course Information document](#).]

### **Course Schedule (Subject to Change)**

<b>Schedule</b>	<b>Learning Activities</b>	<b>Student Assignments</b>
September 7	Understanding Leadership Introduction and Group activity	Chapter 1
September 14	Personality Traits & Strength- based Leadership Case Discussion 1	Chapters 2 & 6 Submit group response to case 1
September 21	Styles & Behavior Orientation Case Discussion 2	Chapters 3 & 4 Submit group response to case 2
September 28	Leadership Skills Case Discussion 3	Chapter 5 Submit group response to case 3
October 5	Creating Vision & Constructive Climate	Chapters 7 & 8 Develop and submit Group Vision Board
October 12	<b>Reading Week</b>	
October 19	Diversity, Inclusion, & Outgroups	Chapter 9 & 10 Group 1 & 2 Presentations
October 26	Managing Conflict	Chapter 11 Group 3 & 4 Presentations
November 2	Leadership & Ethics,	Chapter 12 Group 5 & 6 Presentations
November 9	Overcoming Obstacles	Chapter 13 Group 7 & 8 Presentations
November 16	Destructive Leadership	Chapter 14 Group 9 & 10 Presentations
November 23	Managing Change	Submit Profile Video Peer Feedback
November 30	<b>Final Exam</b>	