

UUCY Learning and Leadership Development Group

Topics for Learning Opportunities

Revised 13 January 2015

Document Owner: Jon Paulos

As UUs we are sometimes asked to take on a leadership position where we aren't confident of our abilities. This group is here to help our members gain the skills and confidence to take on those responsibilities.

Running a meeting (Jon)

Meetings can be an effective use of everyone's time if planned and executed properly. Neither the planning nor the execution is difficult if you know the basics. In this workshop we discuss how to plan and execute a meeting to make good use of everyone's time. We also learn how to help a meeting to be effective when not the organizer or chair. Participants learn how to decide if a meeting is needed, and if so how to plan and execute an effective meeting.

DiSC profile (Phyllis)

This workshop involves an informative and fun self-assessment of participants' preferred behavioral styles. (Note: It is very different than the Myers-Briggs in that it does not purport to identify an innate personality type.) The Profile is a tool designed to identify and better understand our behaviors as well as those of others. It is directly relevant to improving communication, conflict management, team building and other interpersonal situations. It is extremely valuable in helping groups to work together effectively, be they work groups, families, clubs, church congregants, etc.

Care and Feeding of Volunteers (Jon)

This discusses the three types of volunteers in a church environment. It provides guidance on getting volunteers, keeping them, and moving them up in progression. Also, why volunteers move up and down the scale. Participants gain ability to find and keep volunteers.

Nature of Leadership (Jon)

The word "leadership" is one of the least understood and most misused words in the English language. This discusses what leadership is from a practical standpoint, drawing heavily on the Hersey model of Situational Leadership. Enables participants to distinguish the real from the fake leaders, and to understand how to be leaders.

Communication Modes (Jon)

Analyzes the various modes of communication and provides understanding of the relative merits of each. The participant gains an understanding of the situational pros and cons of each mode, so they can be most effective in their communications.

The Charge (Jon).

Churches are primarily volunteer-led organizations, and when there are volunteers, there is turnover. Turnover leads to loss of collective knowledge about who is responsible for what. The Charge is a tool that is commonly used to combat the inevitable loss of knowledge in a volunteer organization. This workshop discusses the Charge, what goes into a good one, and how it fits in the organization of the church. Participants gain the ability to write an effective charge.

Other Topics.

Like the lounge singer, we do requests! If you've ever said to yourself "I wish I knew how to do this", this is your chance to shape what else we teach.

Contacts:

Bengt Dalemar (bengtdalemar@gmail.com)

Phyllis Sword (phyllissword@gmail.com)

Jon Paulos (jonpaulos@gmail.com)