

## **PHED 2037- Physical Activity and Sport Leadership**

WI001 and WI002 (3 credits)

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### ***Description***

This course focuses on the organization and administration of sport and physical activity settings. Topics include leadership principles, communication, organizational structures, administrative principles, and fund raising. Links to community leadership placements will be addressed.

### ***Prerequisites***

Second year standing in the PHE program

### ***Textbook***

Hughes, R., Ginnett, R., and Curphy, G., Leadership: Enhancing the Lessons of Experience. 8<sup>th</sup> Edition, McGraw Hill, 2015

**ISBN 9781259826436**

The textbook (bundled with Connect) for this course is available at the Campus Bookstore.

**Access to CONNECT is REQUIRED**

**Ebook:** Leadership; Enhancing the Lessons of Experience. Available for electronic purchase via McGraw Hill Connect. <http://connect.customer.mheducation.com/student-start/>

Additional required readings and material covered will be made available. Students are expected to log in to Blackboard Learn prior to each class to check for course updates, class notes, references, or assignments. Students should ensure they have covered additional readings prior to the associated lecture date.

### ***Lecture Schedule***

Section One Lectures Room RSAC 202  
Tuesday 12:30pm to 1:50pm

Thursday: 12:30pm to 1:50pm

Lecture Date*	Curriculum
January 9	Syllabus and Assignments
January 11	Chapter 1: What Do We Mean By Leadership?
January 16	Chapter 2: Leader Development
January 18	Chapter 3: Skills for Developing Yourself as a Leader
January 23	Chapter 4: Power and Influence
January 25	Chapter 5: Values, Ethics and Character
January 30	Chapter 6: Leadership Attributes
February 1	<b>Mid-term Test #1</b>
February 6	Chapter 7: Leadership Behaviour
February 8	Chapter 8: Skills for Building Credibility and Influencing Others
February 13	Chapter 9: Motivation, Satisfaction and Performance
February 15	Chapter 10: Groups, Teams and Their Leadership
February 19-23	Winter Reading Week
February 27	Chapter 11: Skills of Developing Others
March 1	Chapter 12: The Situation
March 6	<b>Mid-term Test #2</b>
March 8	Chapter 13: Contingencies Theories
March 13	Chapter 14: Leadership and Change
March 15	Chapter 15: Dark Side of Leadership
March 20	Guest Lecture: Profiles in Leadership
March 22	Chapter 16: Skills for Optimizing Leadership as Situations Change
March 27	Preparatory Studies for Community Leadership Placement I <b>An overview of the Placement Program</b>
March 29	Preparatory Studies for Community Leadership Placement I <b>Preparing for Professional Practice</b>
April 3	Preparatory Studies for Community Leadership Placement I <b>Preparing for Professional Practice</b>
April 5	<b>Exam Review</b>

\* Lecture dates are planned in advance. Please recognize that changes in the class schedule may occur due to unforeseeable circumstances (e.g. class cancellation due to weather). **These changes could impact planned midterm dates.**

## ***Introduction***

PHED 2037 introduces key concepts and resources required for the Community Leadership Placement program. The Community Leadership Placement is an experiential education endeavour designed to consolidate formal academic studies with relevant applied experience. Students prepare to enter an inclusive partnership to provide a service based on a true community need in exchange for a learning avenue that fosters physical and health education theory as well as engages the ‘whole’ learner in leadership development.

Physical Activity and Sport Leadership explores the diverse organizational and administrative skills required in Physical and Health Education. Opportunities for initial certification or recertification in CPR and First Aid will be made available.

## ***Expectations for Learning***

Course content is provided within one of five major units: Early and Contemporary Leadership Theory, Advocacy, Organizational Structure, Legal Aspects and Community Leadership Placement.

For successful completion of this course, students must be able to:

### **Early and Contemporary Leadership Theory**

- Define and describe early and contemporary leadership in various sport and physical activity settings;
- Explore and develop individual/personal leadership styles and effectiveness;
- Identify individual differences (i.e. abilities, personalities, traits, ethics, values, and motivation) and how they pertain to leader function;
- Understand leader behaviour, motivation and resulting group dynamics;
- Explore a variety of leadership styles through guest lecture analysis;

### **Organizational Structure**

- Be familiar with expectations of sector professions, professional organizations and professionalism;
- Recognize the role of influence, power, politics and networking within the organization;
- Explore the importance of the leader's role in organizational culture and diversity;
- Examine the role of personal and diverse ideals in justice and the administration of physical activity and sport;
- Differentiate between forms of organizational leadership in the administration of physical activity and sport;
- Understand the role of leadership in non-profit sport and the unique role of volunteers and boards of directors;
- Examine the importance of partnerships;

### **Advocacy**

- Understand Canadian models of Leadership in PA and Sport and describe the various advocacy roles of recognized agencies.
- Become familiar with Robert's Rules of Order and Parliamentary Procedure;
- Develop technical communication and administrative skills relevant to the field;
- Explore a variety of fundraising efforts and advocacy tools common to non-profit sport and sector organizations;
- Become familiar with grant writing basics;

### **Legal Aspects**

- Examine crisis leadership and the leader's role in risk management in PA and sport in relation to legal aspects and current policy;
- Examine the role of OPHEA and similar agencies;
- Understand and explore the impact of risk management through case studies;
- Explore the leader's role in negotiation, organizational conflict and change;

- Develop an awareness of professional associations that provide a leadership role in Allied Health professions

### **Community Leadership Placement**

- Develop strong communication, critical thinking and leadership skills, as well as establish societal connections;
- Explore the concept of community service learning, experiential learning and servant leadership as it applies to Community Leadership Placement;
- Complete initial qualifying documents in worker health and safety.

## ***Attendance & Professionalism***

Punctual and **regular attendance is essential** for the successful completion of this course. Missing just one class may negatively impact your progress in the course. **If you know in advance that your absence is unavoidable, please contact the INSTRUCTOR directly! Take responsibility for your attendance!** Medical documentation is required for absences relating to illness or injury.

**It is strongly recommended that all students review the Nipissing University policy regarding attendance in the Academic Calendar.**

The Bachelor of Physical & Health Education program is a professional preparation program. Upon graduation you will possess the skills, attitudes and knowledge to become a leader in the field, assisting others to live healthy active lives. It is expected that you will behave in a professional manner in all that you do while at Nipissing University. You are ambassadors and positive role models on and off campus. Make every effort to represent Nipissing University, the BPHE program, and most importantly, yourselves, in a way that demonstrates your readiness to become a professional.

### **Professionalism means:**

- Communicating with peers, professors and staff in positive, respectful manner
- Taking responsibility for your actions and your academic work
- Refraining from the use of electronic communication devices during class (unrelated to course content)
- Respecting and considering the views and opinions of others
- Actively participating in all scheduled classes

## Evaluation

Item	Weight	Date Due																																		
<p><b>Connect Assignments</b></p> <p>Students will be required to complete a brief online assignment for each assigned chapter of the textbook. The assignments will assist students in preparing for the material to be covered in class. <u>Each chapter reading and associated Connect assignment will be due at 11:59pm the evening <b>prior</b> to the lecture for which the chapter has been assigned.</u></p> <table><tr><th>Textbook Chapter</th><th>Connect Assignment Due**</th></tr><tr><td>1</td><td>Jan 10</td></tr><tr><td>2</td><td>Jan 15</td></tr><tr><td>3</td><td>Jan 17</td></tr><tr><td>4</td><td>Jan 22</td></tr><tr><td>5</td><td>Jan 24</td></tr><tr><td>6</td><td>Jan 29</td></tr><tr><td>7</td><td>Feb 5</td></tr><tr><td>8</td><td>Feb 7</td></tr><tr><td>9</td><td>Feb 12</td></tr><tr><td>10</td><td>Feb 14</td></tr><tr><td>11</td><td>Feb 26</td></tr><tr><td>12</td><td>Feb 28</td></tr><tr><td>13</td><td>Mar 7</td></tr><tr><td>14</td><td>Mar 12</td></tr><tr><td>15</td><td>Mar 14</td></tr><tr><td>16</td><td>Mar 21</td></tr></table> <p><b>**Please recognize that changes in the class schedule may occur due to unforeseeable circumstances (e.g. class cancellation due to weather). Any changes to the due dates of Connect assignments will be highlighted in class and communicated via email.</b></p>	Textbook Chapter	Connect Assignment Due**	1	Jan 10	2	Jan 15	3	Jan 17	4	Jan 22	5	Jan 24	6	Jan 29	7	Feb 5	8	Feb 7	9	Feb 12	10	Feb 14	11	Feb 26	12	Feb 28	13	Mar 7	14	Mar 12	15	Mar 14	16	Mar 21	<p>x 1% each = 16%</p>	<p><b>Varied</b></p>
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<p><b>Midterm 1</b></p> <p>Scheduled during regular class time</p>	<p>22%</p>	<p><b>Feb 1 2018</b></p>																																		

<b>Midterm 2</b> Scheduled during regular class time	22%	<b>Mar 6 2018</b>
<b>Certifications</b>  <b>1. Students must provide proof of CPR Level C and Standard First Aid (5%)</b> All students registered in the Bachelor of Physical and Health Education program must provide proof of current certification in CPR Level C and Standard First Aid. Training may be completed with any nationally recognized provider, such as the Red Cross, or St. John's ambulance. It is the student's responsibility to register for training. Associated costs are to be borne by the trainee. Completed training certificates must be received by the Placement Office no later than <b>April 5th 2018</b> . <u>Photocopies of certificates will be accepted. Electronic copies will not be accepted.</u>  <b>2. Health and Safety Worksheet (2.5%)</b> <b>Students must provide proof of workplace safety training.</b> The Ministry of Training, Colleges and Universities (MTCU), provides an insurance coverage program for Bachelor of Physical and Health Education students at Nipissing University when completing unpaid work placements through the Workplace Safety and Insurance Board (WSIB). Students must complete training as required by the WSIB. This online learning module takes 45 - 60 minutes to complete. The module is unable to keep track of your progress, so it must be completed in one sitting. Visit the following link, and complete the Elearning module: <a href="http://www.labour.gov.on.ca/english/hs/training/workers.php">http://www.labour.gov.on.ca/english/hs/training/workers.php</a>  Participants in the Elearning module will receive a "Proof of Completion" certificate upon completion of the training. <b>Students must save and/or print the certificate before exiting the module.</b> The Ministry of Labour will not store your certificate, or keep a record of training. Please keep a copy for your records.  Completed workplace safety training certificates must be received by the Placement Office no later than <b>April 5 2018</b> . <u>Photocopies of certificates will be accepted. Electronic copies will not be accepted.</u>  <b>3. Placement Qualifier (2.5%)</b>  Students will be provided with a placement qualifier template. This assignment is to be submitted with cover letter and resume. Students are asked to list only their Nipissing University email and refrain from including personal contact information on the cover letter.  Completed placement qualifier documents must be received by the Placement Office no later than <b>April 5 2018</b> . <u>Photocopies of the placement qualifier will be accepted. Electronic copies will not be accepted.</u>  <b>Students must have all three certification documents listed above on file in the placement office prior to registering in PHED 3106.</b> Students will also be required to submit a valid vulnerable sector police check prior to being placed with a partner agency. Requirements for this documentation will be discussed in class.	10%	<b>Apr 5 2018</b>  Credit will not be awarded for any certification submitted after the due date.

<b>Final Exam – Winter exam period</b>	30%	<b>Date TBD</b>

## ***Academic Dishonesty***

The University takes a very serious view of such offences against academic honesty as plagiarism, cheating, and impersonation. Penalties for dealing with such offences will be strictly enforced. Appeals to decisions concerning academic dishonesty shall be submitted directly to the Chair of the Student Appeals Committee. The complete policy on Academic Dishonesty may be consulted in the Academic Calendar.

## ***Important Course Policies***

1. Course information, including this document, will be made available on the blackboard system under course code PHED 2037. **It is the student's responsibility** to review lecture and applied material prior to each class.

2. **Students must use their Nipissing e-mail address**, i.e., name@nipissingu.ca, when emailing the course instructor. E-mails received from other addresses, i.e., hotmail.com, @gmail.com, etc..., will not be read or responded to;

3. Students submitting attached documents and assignments via blackboard or email are to use the following format when naming files: **Last name, First Name, Assignment Name: ie, BuellJenniferAssignment1.doc.** **Failure to properly label the assignment will result in a deduction of marks.**

4. Late Connect assignments will not be graded, but they may be completed without credit. Connect assignments are not evaluated based on the number of 'correct' or 'incorrect' answers. Rather, students who complete the Connect assignments are awarded a value of 1% per completed assignment.

**Computer/email/blackboard/internet problems will not be considered as a reasonable excuse.**

5. There will **be no opportunity to make up or retake Connect quizzes or Midterms.**

6. Written work which has been submitted for evaluation purposes will not be returned to students. However, students may make an appointment with the instructor to discuss the work presented, the comments made, and the grade assigned.

7. Any student who feels there are grounds for an appeal or petition (in all matters other than academic dishonesty) should immediately try to discuss the matter with the instructor. If the student is not satisfied with this informal session, the student must, as soon as possible and not later than 30 days after official notification of the final grade, discuss the matter with the Dean.

8. It is the student's responsibility to contact the Student Accessibility Services Office to identify individual disability-related educational needs. A student registered with SAS shall initiate a request for accommodations with Accessibility Services in a timely fashion. It is recommended that students self-identify to his/her professors that he/she is registered with Accessibility Services by providing the professors with an issued Letter of Accommodation. Accommodations may be discussed during an office meeting prearranged by the student and will not be discussed during class in a public setting.

9. Lecture notes will be posted on Blackboard Learn prior to class.

10. Students will have an opportunity to discuss additional policies as appropriate during the first week of classes. Agreed upon policies will be posted on Blackboard Learn within 48 hours of the lecture.

11. There is no opportunity to earn “extra credit”. Course grades are based on completion of the required assignments only.