

Leadership Development TRAINING PROGRAM OUTLINE
as of: Thursday, April 21, 2016

CURRICULUM

- * **Core Units** (all are traditional classroom instruction)
 - Core Unit #1: UUFBC Governance Presentation
 - Core Unit #2: Right Relations Presentation
 - Core Unit #3: We're All Leaders Presentation
 - Core Unit #4: <http://www.uuinstitute.org/courses/healthy-leadership-101->

- * **Internships**: (serve an internship of at least two meetings each on at least two committees or teams)
 - Committee chair assigns a task — complete the task prior to rotation
 - Maintain a journal to be submitted to Leadership Development Chair for Certification of Internship Completion

- * **Self Study**: The 5 most significant books, videos, etc. to complete & journal.
 - #1: Read: ***SERVING WITH GRACE***, Erik Walker Wikstrom
 - #2: <http://www.uuinstitute.org/courses>
 - #3: Read: ***BIG IDEAS for Small Congregations***
 - #4: Read: ***GOVERNANCE and MINISTRY***, Dan Hotchkins
 - #5: View YouTube Video series: UU University 2007 Parts 1, 2 & 3

- * **Board Meetings**: Visit two Board Meetings as an observer (w/advance arrangements)
 - Proper etiquette regarding visitors/observers are:
 1. sit in the background, not at the board table
 2. observe and listen; don't participate unless called to do so by the board
 3. use discretion: what you see & hear there is probably best left there

- * **Continuing Leadership Study**: A growing list of items stocked in the Leadership library for the purposes of continuing education of UUFBC Lay Leaders

- **Advanced Units** (designed as one/year enhanced training for sitting/waiting leaders)
 - Advanced Unit #1: Workshop for Lay Leaders, based on Wikstrom book
 - Advanced Unit #2: Attend a UUA Training Event
 - Advanced Unit #3: Attend a Unity/Islamic/Christian/Jewish/Hindu/etc. event
 - Advanced Unit #4: Board Responsibilities Presentation

- * **Minimum Training Requirements (effective July 1, 2017) for assignment as:**

Intern:	no minimum
Committee Member:	One Core Unit + Internship Certificate of Completion
Committee Chair:	Core Units 1, 2 & 3 + Internship + two Board meetings + any other training item.
Board Member:	Four Core Units + four other training items
Executive Board	See By-Laws
Subsequent years tenure	Complete all Core Units + any two other training units

* Note: Training Journal required.