

**IEB CareerView:
Self-Awareness, Skill Development, and Organizational Leadership**

Goal:

The goal of this course is to help you develop your leadership and career potential. Intelligence and technical skills are certainly likely to be important to your career. However, being an effective leader in any organization will require more than these skills alone – and more than mere “common sense” about people. In this course, you will learn more about how teams and individuals work and what you can do personally to improve your own effectiveness as a teammate, employee, and eventually as a manager. An overarching theme of the course is **self-awareness**. One determinant of leadership effectiveness is having an accurate perception of one’s own behavior. This course will help you reflect on your own leadership behaviors and leverage this awareness to further develop.

At the end of this course you should have:

1. Greater self-awareness and initial steps to develop further for greater success in your career;
2. Knowledge of some of the major topics related to understanding and managing human behavior (including your own); and
3. Greater knowledge about what drives successful teamwork and improved capability to be a team player and leader.

Structure:

10 weeks, Wednesdays 4-5:15pm @ Rose Hill campus; one class via Zoom (see below)
P/F grade

Topics:

1. Course Overview; Pros & Cons of Working in NYC
2. Personality & Values
3. Motivation & Goal Setting
4. Attitudes, Job Satisfaction, and Performance Management
5. Leadership, Emotional Intelligence, Power, and Influence
6. Decision Making Traps and Perception & Biases in Judgement
7. Negotiation
8. Social Networks
9. Organizational Structure / Culture and Global Management

Course Materials, provided to students:

1. Banaji, M. R., & Greenwald, A. G. (2013). *Blindspot: Hidden biases of good people*. Delacorte Press.
2. Clayton Lafferty, J. (2003). *Subarctic Survival Situation: Participant’s booklet*. Human Synergistics International.
3. Gabarro, John. (2002). *Wolfgang Keller at Konigsbrau-TAK (A)*. Harvard Business Review.
4. Gostick, Adrian and Elton, Chester. (2014). *What Motivates Me: Put Your Passions to Work*. The Culture Works.
5. Higgins, Monica. (2004). *Developmental Network Questionnaire*. Harvard Business Review.
6. Rath, Tom. (2007). *StrengthsFinder 2.0*. Gallup Press.

Course Schedule and Deliverables:

Date:	Topic:	Deliverables:
June 2	Course Overview; Pros & Cons of Working in NYC	Begin reading these books: <i>StrengthsFinder 2.0</i> , due June 16 <i>What Motivates Me</i> , due June 16 <i>Blindspot</i> , due July 7
June 9	Personality & Values	Continue reading above books
June 16	Motivation & Goal Setting	<i>What Motivates Me: Put Your Passions to Work</i> . • Read Chapters 1-2. • Complete your own personal motivators assessment (access the assessment using the code available in the book) and email the results to jason@fordham.edu. Instructions will be provided in the book. • After completing the assessment, read Chapters 3-7, the Book Summary, and the Toolkit (in Toolkit, read only the three identity guides for your top three identities, which you will learn after taking the assessment). • Complete the following: Chapter 4: Exercises 1-4 (all parts). Complete all exercises in a word document taking as much space as you need. • Bring the assessment results and completed exercises to class. <i>StrengthsFinder 2.0</i> . • Read Part I. • Complete your own personal strengths assessment (access the assessment using the code available in the book) and email results to jason@fordham.edu. Assessment instructions will be provided in the book. • After completing the assessment, in Part II, read only the five sections related to your top five strengths. • Review the Strength-Based Action Plan provided after you complete the assessment. Apply this Action Plan to yourself in 2 pages.

June 23	Attitudes, Job Satisfaction, and Performance Management **NOTE: This class will be conducted via Zoom: Zoom ID: 81134525576 Passcode: 813149 (US) +1 646-558-8656	Read <i>Wolfgang Keller at Konigsbrau-TAK (A)</i>
June 30	Leadership, Emotional Intelligence, Power, and Influence	
July 7	Decision Making Traps and Perception & Biases in Judgement	Finish reading <i>Blindspot</i>
July 14	Negotiation	
July 21	Social Networks	Complete <i>Developmental Network Questionnaire</i> Workbook
July 28	Working on Teams	Bring <i>Subarctic Survival Situation</i> workbook and a pen to class, but do NOT begin the workbook
August 4	Organizational Structure / Culture and Global Management	