INTD 17 – COMPETENT LEADER COURSE
Course and Portfolio Description

The Portfolio assignment is an opportunity for students to display mastery over the outcomes associated with a minimum of six competencies as defined by the Poet’s L.E.A.D. Program.

Once enrolled in the course, participants will work with the instructor to review all competencies and determine at least six of the 17 competencies that will be included in the portfolio. Competencies include:

- Citizenship
- Conflict Resolution
- Critical Thinking
- Delegation
- Diversity
- Effective Meetings
- Emotional Intelligence
- Fiscal Responsibility
- Interpersonal Communication
- Membership Selection
- Project Management
- Risk Management
- Service
- Team and Group
- Time Management
- Verbal Communication
- Written Communication

Once submitted, portfolios will be reviewed by members of the Poet’s L.E.A.D. Committee for approval. Upon successful submission, students enter the final phase of the process by participating in an oral examination.

Goals of the Portfolio Project

- Showcase student’s previous leadership experiences.
- Solidify the value added and gains from campus involvement as it relates to leadership.
- Enhance the quality of campus leaders.
- Ensure preparation for leadership in a global world.
- Assist students in refining and honing leadership and organizational skills.

Objectives of the Portfolio Project

- Allow students to demonstrate the knowledge and skills acquired from various leadership experiences and co-curricular involvement.
- To provide students with an opportunity to synthesize the knowledge and skills acquired from courses, trainings/workshops and leadership experiences into one project.
- Improve student’s ability to work independently by completing portfolio project.
- Improve student marketability by allowing students to showcase learning and leadership skills to graduate programs as well as potential employers.

Portfolio Project Description

"Portfolios offer a way of assessing student learning that is different than traditional methods. Portfolio assessment provides the teacher and students an opportunity to observe students in a broader context: taking risks, developing creative solutions, and learning to make judgments about their own performances." - Paulson, Paulson and Meyer (1991)

The Portfolio Project represents a collection of the student’s best efforts, progress and achievements. Specifically, as it relates to the integration of knowledge or skills related to the selected competencies.
**Portfolio Medium**
The Portfolio Project allows students to submit their supporting documents in any medium that best highlights their accomplishments, talents and/or creativity. Potential portfolio mediums include:

- Written report
- CD-ROM
- On-Line/Website
- Video

**Portfolio Components**
Every Portfolio Project will be as unique as the student submitting the assignment, at the same time; most portfolios should include the following components:

- Explanation of competency and outcomes
- Explanation and documentation of how outcomes have been mastered
- Supporting documents
  - Coursework
  - Journal entries
  - Samples of work
  - Logs
  - Photos
  - Forms
  - References
  - Et cetera

Please speak with the course instructor for specific information related to your submission.

**Oral Examination**
The Oral Exam consists of the student presenting a brief overview of the knowledge and skills gained during the process, followed by a discussion of the Portfolio. In discussing the Portfolio, students will need to demonstrate how it reflects their achievement of the learning outcomes associated with each competency. Committee members will use the Verbal Communication Competency matrix to evaluate student performance.

*All participants must submit or complete their Portfolio Project and Oral Examination by the date designated by the instructor. If the Portfolio Project is not sufficient, it will be returned to the student for further work.*