

<u>Leadership Certificate</u> <u>Checklist for Hoofer/Outdoor UW Students</u>

Council Presidents, VP's and Officers

Attend an Information Session or view an <u>Online Informational Session</u> . (Optional)
Complete the Leadership Competencies Activity Requires feedback from 5 people besides yourself.
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Set up an advising appointment with Leadership Certificate Staff through Starfish .
Create an Involvement Hour spreadsheet (template available on LC Canvas site) to track your progress towards the Involvement Hour Requirement of 100 hours, divided between 3 areas:
 Civic Engagement (Min: 30 hours) - Blanket Approved 15 Hours Unpaid hands-on community service and engagement outside your own community will fulfill this requirement. 15 hours serving a non-UW Madison organization 15 hours serving the same organization One semester serving on a community-based council executive board fulfilling all expectations will fulfill this requirement.
 Organizational/Group Leadership (Min: 30 hours)- Blanket Approved Active participation in your club board for one semester will fulfill this recruitment Additionally, other student organizations' membership will fulfill this requirement.
Trainings & Workshops (Mins: 10 hours) - Blanket Approved
 Trainings and workshops in which you are a participant learning about topics related to leadership or global and cultural competency Attending WUD and Hoofer Onboarding Retreats Outdoor industry trainings such as Wilderness First Aid (15 hr) and Wilderness First Responder (60hr) or club-sanctioned training courses, etc. Attending or participating in leadership programs outside of Hoofers experience would count too

Example of a completed <u>Involvement Hour Spreadsheet</u>
Complete the Academic Course Requirements Academic Course: Complete one academic course with a B or above, either in Leadership Studies OR Global and Cultural Competence.
Complete the Online Learning Modules Complete three of five online modules and write short reflection essays for each
 Select a Reflection Partner to meet twice during discuss your leadership development This could anyone in your life that you trust to engage on this topic. Your advisor can serve as this person and can integrate the reflection question into your standing meetings with them. Questions are found on Canvas
Complete Competencies Reflection Essay This is a three-part essay (2,000-2,500 words) reflecting on the seven UW- Madison Leadership competencies.
Complete Leadership for Change Capstone This is either a paper (2,000-2,500 words) or a presentation (20 minutes). It is intended to synthesize your leadership experience on campus and your plan for continuous learning. Draws upon your leadership learning for the purpose of engaging in intentional change.
Anne Louise Martino Women's Leadership Award
The Anne Louise Martino Women's Leadership Award is an external award, given out only in the Spring semester.
To be eligible for this award, you must
. Identify as a woman
 Identify as a woman Be an undergraduate student Successfully complete the Leadership Certificate in the Spring semester that you are graduating from UW Madison Attend the Leadership Certificate Ceremony in the Spring For more information about the award, please visit the Women's Leadership Award website.



Club Leaders (Elected, Staffed or Trained Volunteers)

Attend an Information Session or view an <u>Online Informational Session</u> . (Optional)
 Complete the <u>Leadership Competencies Activity</u> Requires feedback from 5 people besides yourself.
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 Civic Engagement (Min: 30 hours) - Blanket Approved 15 Hours Unpaid hands-on community service and engagement outside your own community will fulfill this requirement. 15 hours serving a non-UW Madison organization 15 hours serving the same organization One semester serving on a community-based council executive board fulfilling all expectations will fulfill this requirement.
 Organizational/Group Leadership (Min: 30 hours) - Blanket Approved Active participation in your club board or leadership area for one semester will fulfill this recruitment Additionally, other student organizations' membership will fulfill this requirement.
 Trainings & Workshops (Mins: 10 hours) - Blanket Approved Trainings and workshops in which you are a participant learning about topics related to leadership or global and cultural competency Attending all club onboarding trainings or 'rating' specific training acknowledged within the club structure such as Basic Leader Training and skill specific rating. Attending or participating in leadership programs outside of Hoofers experience would count too
Example of a completed <u>Involvement Hour Spreadsheet</u>

 Complete the Academic Course Requirements Academic Course: Complete one academic course with a B or above, either in Leadership Studies OR Global and Cultural Competence.
Complete the Online Learning Modules • Complete three of five online modules and write short reflection essays for
each
 Select a Reflection Partner to meet twice during a semester to discuss your leadership development This could anyone in your life that you trust to engage on this topic. Your Advisor can serve as this person and can integrate the reflection question into your standing meetings with them throughout the semester or year. Questions are found on Canvas
Complete Competencies Reflection Essay
This is a three-part essay (2,000-2,500 words) reflecting on the seven UW-Madison Leadership competencies.
Complete Leadership for Change Capstone
This is either a paper (2,000-2,500 words) or a presentation (20 minutes). It is intended to synthesize your leadership experience on campus and your plan for continuous learning. Draws upon your leadership learning for the purpose of engaging in intentional change.
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