

**Module Title: Connecting the Dots****Module Timeline: Completed By End of February**

**General Purpose/Outcome Connection:** This module is intended to help staff reflect and explore what strategies they will use for the spring semester. The staff will be expected to reflect on skills gained during previous modules to create action-oriented strategies for change.

**Module Goals:**

1. *Staff members will create learning statements from each of the previous Skill Development Portfolio modules;*
2. *Staff members will develop an understanding of how to use feedback to create a plan for the future; and*
3. *Staff members will create a personal development plan for the Spring Semester utilizing the skills gained from previous modules.*

**Module Implementation:**

1. During a staff meeting, staff members will read the article: "Study says ambitious goals make people happier," and will talk about planning for the spring semester. Supervisors will do an overview of the spring development plan and Fall 2011 Transcript.
2. During "E 1-1" staff will review Fall 2011 Transcript & draft Spring Development Plan.
3. During subsequent "F2F 1-1" staff will go over the final Spring Development Plan.

**Module Tools:**

- Spring Personal Development Plan
- <http://www.inc.com/news/articles/201108/study-says-ambitious-goals-make-people-happier.html>

## Spring Development Plan

This Development Plan document will give you the opportunity to:

- 1) Reflect on your successes and challenges of the past semester; and
- 2) Use skills gained through previous modules to create a strategic plan for this semester.

Outline:

- 1) Please describe what you discovered about yourself during the fall feedback process (Peer-to-Peer, Supervisor Memos, Floor Feedback Survey, etc.).
- 2) Please identify your 3 biggest challenges & successes from the fall/winter semesters?
  - a. Challenges
    - i.
    - ii.
    - iii.
  - b. Successes
    - i.
    - ii.
    - iii.
- 3) After reviewing the Skill Development Portfolio Fall 2011 Transcript, please write a one sentence statement of what you've learned for each module:
  - a. Preparing for Your First Floor Meeting: An Audience Centered Speaking Approach:
  - b. Achieving Your Personal Best Starts Here: Exemplary Leadership S.M.A.R.T Goals:
  - c. Community Mapping:
  - d. A Team of Individuals: Understanding Group Dynamics:
  - e. Skill Development Portfolio Fall Symposium & Career Exposition:

4) Based on your personal reflections & feedback received, what changes do you plan on making for the spring semester?

a. With your floor community

- i. What is your S.M.A.R.T Goal for this area?
- ii. Which module/module based skills will you use to achieve this goal?
- iii. Please list three specific action steps that you will need to take to reach your goal:
  - 1.
  - 2.
  - 3.

b. On your team

- i. What is your S.M.A.R.T Goal for this area?
- ii. Which module/ module based skills will you use to achieve this goal?
- iii. Please list three specific action steps that you will need to take to reach your goal:
  - 1.
  - 2.
  - 3.

c. Academically/Career

- i. What is your S.M.A.R.T Goal for this area?
- ii. Which module/ module based skills will you use to achieve this goal?
- iii. Please list three specific action steps that you will need to take to reach your goal:
  - 1.
  - 2.
  - 3.

Resident Assistant Skill Development Portfolio  
Fall 2011 Transcript  
University of Delaware, Office of Residence Life

Over the course of Fall 2011, you participated in the Resident Assistant Skill Development Portfolio and its individual modules. The modules are intended to serve as learning experiences that provide you specific skills for your Resident Assistant position and future careers. The modules lay the foundation for critical skills that you can continue to enhance as you move toward the completion of the Skill Development Portfolio.

The transcript below showcases your accomplishments within the Skill Development Portfolio and the possible skills gained during the Fall Semester through accomplishment of the module goals. This transcript can be used to help you articulate and reflect on skills gained from the Skill Development Portfolio.

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**Learning Module:**

*Preparing for Your First Floor Meeting: An Audience Centered Speaking Approach*

**Module Creator:**

*Rebecca Krylow, M.A.*

**Activity Description:**

*Module introduced staff to the concept of Audience Centered Speaking and provided content and reflective prompts in preparation for the opening floor meeting.*

**Activity Goals:**

- 1. Staff members will establish goals and strategies to become a better public speaker.*
- 2. Staff members will create a self-reflection collage related to their current skills and comfort level with public speaking.*
- 3. Staff members will be able to describe the concept of "Audience Centered Speaking."*

**Resume Articulation:**

- Able to activate, and understand the necessity for, audience-centered speaking during informal and formal public speaking opportunities.*

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**Learning Module:**

*Achieving Your Personal Best Starts Here: Exemplary Leadership S.M.A.R.T Goals*

**Module Creators:**

*Paul E. Miller, M.S.; Ivet Z. Tweedy, M.B.A.*

**Activity Description:**

*This module introduced an overarching leadership theory that informs the skill development portfolio, and introduced the S.M.A.R.T. Goal setting model.*

**Activity Goals:**

- 1. Staff members will be able to articulate the five Exemplarily Leadership Practices on a basic level.*

2. *Staff members will be able to describe how the five Practices theory encompass the year-long goals of the modules.*
3. *Staff members will be able to describe the S.M.A.R.T. model of goal setting.*
4. *Staff members will be able to write specific goals following the S.M.A.R.T. model and establish an action plan toward achieving them.*

**Resume Articulation:**

- *Trained in S.M.A.R.T. goal setting from a personal and group perspective.*
- *Developed a year-long self-development action plan utilizing Kouzes & Posner's 5 Exemplarily Practices of Leadership.*

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**Learning Module:**  
*Community Mapping*

**Module Creators:**

*Joshua Holmes, M.A.; Cheri Skipworth, M. Ed.*

**Activity Description:**

*This module helped staff members to develop a visual representation of his/her floor in terms of sub-groups and relationships among residents, and to identify potential areas of concern. Additionally, module asks staff to articulate two goals related to the future development of their community.*

**Activity Goals:**

1. *Staff members will develop a deeper understanding of the connections present between community members.*
2. *Staff members will be able to identify potential areas of concern and connect residents with appropriate resources.*
3. *Staff members will articulate at least two goals related to future community development.*

**Resume Articulation:**

- *Identified talents and leadership potential of community members and motivated them to contribute to their environment.*

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**Learning Module:**  
*A Team of Individuals: Understanding Group Dynamics*

**Module Creator:**

*Paul E. Miller, M.S.*

**Activity Description:**

*This module helped staff explore individual assets and their interconnectedness to a community.*

**Activity Goals:**

1. *Staff members will develop a deeper understanding of the connections present between community members.*
2. *Staff members will be able to identify potential areas of concern and connect residents with appropriate resources.*

3. *Staff members will articulate at least two goals related to future community development.*

**Resume Articulation:**

- *Proficient in community development from a group dynamics perspective using a Myers Briggs Type Indicator.*
  - *Identify community needs and concerns to make appropriate referrals.*
  - *Develop an interconnected community using a strengths development approach.*
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**Learning Module:**

*Skill Development Portfolio Fall Symposium & Career Exposition*

**Module Creators:**

*Rebecca Krylow, M.A.; Trina Nocerino, M.S.*

**Activity Description:**

*This module helped staff explore the connection of the Skill Development Portfolio to their future careers.*

**Activity Goals:**

1. *Staff members will be able to articulate the connection between skills developed through the Fall semester of the skill development portfolio, and their chosen academic major and/or potential future career.*
2. *Staff members will be able to develop a deeper understanding of the connections between multiple professional development concepts.*
3. *Staff members will identify strengths of the program from the Fall semester as well as offer feedback for the future development of the program*

**Resume Articulation:**

- *Able to recognize and articulate the connection between multiple professional development concepts, and their benefit to my future goals*