FOBE300
Student Leadership in Community Engagement
S1 Day 2015
Dept of Marketing and Management

Contents

General Information ........................................ 2
Learning Outcomes ........................................ 3
Assessment Tasks .......................................... 3
Delivery and Resources .................................. 5
Unit Schedule ................................................ 6
Learning and Teaching Activities ..................... 7
Policies and Procedures .................................. 7
Graduate Capabilities .................................... 9
Changes from Previous Offering ....................... 12
Research and Practice .................................. 12
Changes since First Published ........................... 13

Disclaimer
Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.
General Information

Unit convenor and teaching staff
Lecturer
Jennifer Ruskin
jennifer.ruskin@mq.edu.au
Contact via 9850 8458
TBA
Wednesdays, 12 noon to 1.00pm or other times by appointment

Jen McPherson
jen.mcpherson@mq.edu.au

Claudius Singh
claudius.singh@mq.edu.au

Credit points
3

Prerequisites
39cp and permission of Executive Dean of Faculty

Corequisites

Co-badged status

Unit description
This unit examines leadership in the context of community engagement. Students will actively participate in service at a workplace including but not limited to: not-for-profit organisations, Government agencies, companies, and industry partners. The unit comprises of workplace experience in a business or other relevant organisation for the equivalent of two weeks of full-time work. Students will gain practical knowledge, experience and skills in an organisation and will be challenged to analyse the context in which they are working and to examine the intersection between leadership in theory and practice. Students will contextualise their graduate capabilities, explore their leadership potential and develop their leadership style through community engagement. This unit aims at preparing students for effective, responsible, ethical and active community engagement and leadership. This unit is a designated PACE unit and all enquiries regarding enrolment should be made with the Faculty no later than 4 weeks before commencement of the study period.

Important Academic Dates
Information about important academic dates including deadlines for withdrawing from units are
Learning Outcomes

On successful completion of this unit, you will be able to:

- Reflect on skills and competencies gained from work experience in a field relevant to your degree and identify the relationship of their University education to the wider world, social problems, ethical issues and other challenges.
- Describe concepts informing leadership practice (including but not limited to: self-awareness, personal development, ethics, vision, common purpose, commitment, collaboration and relationship building, group dynamics, empowerment, respect for cultural variation, social change);
- Integrate and synthesize newly gained insights from the PACE experience and independent research skills into a project; and
- Demonstrate effective communication skills in a presentation for broader public consideration.

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report and Presentation</td>
<td>50%</td>
<td>Week 13</td>
</tr>
<tr>
<td>Reflections</td>
<td>50%</td>
<td>Weeks 4 and 13</td>
</tr>
<tr>
<td>Supervisor Report</td>
<td>0%</td>
<td>5pm Friday Week 13</td>
</tr>
</tbody>
</table>

Report and Presentation

Due: **Week 13**
Weighting: **50%**

The students are expected to reflect on the development of their graduate capabilities related to their work-placement experiences, and consider future career aspirations, prepare a 8-10 minute presentation and 2000 word report

On successful completion you will be able to:

- Reflect on skills and competencies gained from work experience in a field relevant to your degree and identify the relationship of their University education to the wider world, social problems, ethical issues and other challenges.
- Describe concepts informing leadership practice (including but not limited to: self-awareness, personal development, ethics, vision, common purpose, commitment,
collaboration and relationship building, group dynamics, empowerment, respect for cultural variation, social change);

- Integrate and synthesize newly gained insights from the PACE experience and independent research skills into a project; and
- Demonstrate effective communication skills in a presentation for broader public consideration.

**Reflections**

**Due:** **Weeks 4 and 13**  
**Weighting:** **50%**

There will be one reflective task set up to engage students in reflection and discussions around leadership in community engagement themes.

This will be due in separate parts throughout the session.

On successful completion you will be able to:

- Reflect on skills and competencies gained from work experience in a field relevant to your degree and identify the relationship of their University education to the wider world, social problems, ethical issues and other challenges.
- Describe concepts informing leadership practice (including but not limited to: self-awareness, personal development, ethics, vision, common purpose, commitment, collaboration and relationship building, group dynamics, empowerment, respect for cultural variation, social change);
- Integrate and synthesize newly gained insights from the PACE experience and independent research skills into a project; and
- Demonstrate effective communication skills in a presentation for broader public consideration.

**Supervisor Report**

**Due:** **5pm Friday Week 13**  
**Weighting:** **0%**

This is a report to be compiled by the employer providing information on the student’s performance at the workplace.

It is based on the graduate capabilities.

On successful completion you will be able to:

- Reflect on skills and competencies gained from work experience in a field relevant to your degree and identify the relationship of their University education to the wider world,
social problems, ethical issues and other challenges.

Delivery and Resources
Timetables for classes can be found on the University web site at [www.timetables.mq.edu.au](http://www.timetables.mq.edu.au).

Each student will engage in at least 2 weeks (minimum 60 hours) of work experience at a community organization such as a non-profit organization, government agency, and company or industry partner.

Each student will participate in mandatory seminars (orientation sessions and debriefing seminars) and practical activities as required (no more than 4 workshops on campus in addition to their workplace commitments).

During the seminars, students will receive preparation for the workplace experience and will be exposed to various leadership concepts.

Textbook: There is no required textbook for this Unit.

Recommended readings: There may be additional readings which are selected excerpts from journals and other book sources. These readings will be made available throughout the semester.

Resources for assessments: Students should familiarise themselves with the relevant periodical and journals section of the library. Students should also access these key research databases available through the library. The following databases are recommended:

- Ebscohost:
  - Emerald
  - Business Source Premier
- Wiley Interscience
- Global Market Information Database
- Google Scholar (only when logged in via the Macquarie University website)
- Ulrich International Periodicals (for peer-reviewed journal checking)

Technology used
- Learning Management System
- Microsoft Office
- Internet
- Interview Suite

Technology requirements
• Access to a computer
• Access to Microsoft Office
• Access to the Internet

**PRIZES:** Students of PACE units are eligible to apply for the prestigious Professor Judyth Sachs PACE Prizes.

Please see the following link for application process.


Also see the Faculty of Business and Economics website for details on prizes available.

http://www.businessandeconomics.mq.edu.au/

**Unit Schedule**

**Workplace experience:** At least 2 weeks of work experience or equivalent (minimum 60 hours) in either a business, not-for-profit, government or other relevant organization is required.

**Seminars:** This unit is taught in seminar style. There will be four seminars

(a) Orientation seminar.

(b) Ethics protocol training Seminar[1]

(c) Reflective exercise seminar

(d) One Debriefing seminar.

Each seminar will be 3 hours.

[1]Ethics Protocol Seminar

This is a face-to-face seminar presented in order to prepare you for any research projects that you may encounter as part of your PACE activity.

The objective of this seminar (and associated on-line modules) are to ensure appropriate ethics training is made available to students who will be undertaking research. This training will ensure that students understand the importance of responsible research conduct, including the four values of ethical human research as highlighted in the national statement (2007); respect for
Learning and Teaching Activities

Placement
A minimum of 60 hours in a professional or community engagement experience

Orientation Seminar
This face-to-face seminar will be conducted preceding the workplace experience. The goals of this seminar are: * To provide students with strong orientation to their sites, University expectations, and academic requirements. * To address pragmatic concerns (communication, workplace etiquette, etc), risk management, and other logistical requirements * To prepare students for inter-cultural communication-related issues & sensitize them to site expectations.

Ethics Protocol Training
This is a face-to-face seminar presented in order to prepare you for any research projects that you may encounter as part of your PACE activity. The objective of this seminar (and associated on-line modules) are to ensure appropriate ethics training is made available to students who will be undertaking research. This training will ensure that students understand the importance of responsible research conduct, including the four values of ethical human research as highlighted in the national statement (2007); respect for human beings, research merit and integrity, justice, and beneficence.

Reflective Activity Seminar
This is a face-to-face seminar presented in order to prepare you for your final report and presentation.

Debriefing Seminar
The lecturer will conduct class discussions exploring issues arising in leadership and community engagement. Students will also respond to their reflections in a presentation on their experience. These reflections will be thought-provoking and draw upon the students’ knowledge and practical experience at the workplace. Consideration will also be given to future career intentions as a result of the placement and development of graduate capabilities.

Policies and Procedures
Macquarie University policies and procedures are accessible from Policy Central. Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html


In addition, a number of other policies can be found in the Learning and Teaching Category of Policy Central.

**Student Code of Conduct**

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: [https://students.mq.edu.au/support/student_conduct/](https://students.mq.edu.au/support/student_conduct/)

**Results**

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in *eStudent*. For more information visit [ask.mq.edu.au](http://ask.mq.edu.au).

**Student Support**

Macquarie University provides a range of support services for students. For details, visit [http://students.mq.edu.au/support/](http://students.mq.edu.au/support/)

**Learning Skills**

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser

**Student Services and Support**

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

**Student Enquiries**

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)

**IT Help**


When using the University's IT, you must adhere to the Acceptable Use Policy. The policy applies to all who connect to the MQ network including students.
Graduate Capabilities

Capable of Professional and Personal Judgement and Initiative

We want our graduates to have emotional intelligence and sound interpersonal skills and to demonstrate discernment and common sense in their professional and personal judgement. They will exercise initiative as needed. They will be capable of risk assessment, and be able to handle ambiguity and complexity, enabling them to be adaptable in diverse and changing environments.

This graduate capability is supported by:

Learning outcomes

- Reflect on skills and competencies gained from work experience in a field relevant to your degree and identify the relationship of their University education to the wider world, social problems, ethical issues and other challenges.
- Describe concepts informing leadership practice (including but not limited to: self-awareness, personal development, ethics, vision, common purpose, commitment, collaboration and relationship building, group dynamics, empowerment, respect for cultural variation, social change);
- Integrate and synthesize newly gained insights from the PACE experience and independent research skills into a project; and
- Demonstrate effective communication skills in a presentation for broader public consideration.

Assessment tasks

- Report and Presentation
- Reflections

Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

Learning outcome

- Reflect on skills and competencies gained from work experience in a field relevant to
your degree and identify the relationship of their University education to the wider world, social problems, ethical issues and other challenges.

Assessment task

• Report and Presentation

Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

Learning outcomes

• Reflect on skills and competencies gained from work experience in a field relevant to your degree and identify the relationship of their University education to the wider world, social problems, ethical issues and other challenges.
• Describe concepts informing leadership practice (including but not limited to: self-awareness, personal development, ethics, vision, common purpose, commitment, collaboration and relationship building, group dynamics, empowerment, respect for cultural variation, social change);
• Integrate and synthesize newly gained insights from the PACE experience and independent research skills into a project; and
• Demonstrate effective communication skills in a presentation for broader public consideration.

Assessment task

• Report and Presentation

Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

Learning outcomes

• Describe concepts informing leadership practice (including but not limited to: self-
awareness, personal development, ethics, vision, common purpose, commitment, collaboration and relationship building, group dynamics, empowerment, respect for cultural variation, social change);

• Integrate and synthesize newly gained insights from the PACE experience and independent research skills into a project; and

• Demonstrate effective communication skills in a presentation for broader public consideration.

**Assessment task**

• Reflections

**Effective Communication**

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

**Learning outcomes**

• Reflect on skills and competencies gained from work experience in a field relevant to your degree and identify the relationship of their University education to the wider world, social problems, ethical issues and other challenges.

• Describe concepts informing leadership practice (including but not limited to: self-awareness, personal development, ethics, vision, common purpose, commitment, collaboration and relationship building, group dynamics, empowerment, respect for cultural variation, social change);

• Integrate and synthesize newly gained insights from the PACE experience and independent research skills into a project; and

• Demonstrate effective communication skills in a presentation for broader public consideration.

**Assessment tasks**

• Report and Presentation

• Reflections

**Engaged and Ethical Local and Global citizens**

As local citizens our graduates will be aware of indigenous perspectives and of the nation's historical context. They will be engaged with the challenges of contemporary society and with
knowledge and ideas. We want our graduates to have respect for diversity, to be open-minded, sensitive to others and inclusive, and to be open to other cultures and perspectives: they should have a level of cultural literacy. Our graduates should be aware of disadvantage and social justice, and be willing to participate to help create a wiser and better society.

This graduate capability is supported by:

**Learning outcomes**

- Reflect on skills and competencies gained from work experience in a field relevant to your degree and identify the relationship of their University education to the wider world, social problems, ethical issues and other challenges.
- Describe concepts informing leadership practice (including but not limited to: self-awareness, personal development, ethics, vision, common purpose, commitment, collaboration and relationship building, group dynamics, empowerment, respect for cultural variation, social change);
- Integrate and synthesize newly gained insights from the PACE experience and independent research skills into a project; and
- Demonstrate effective communication skills in a presentation for broader public consideration.

**Assessment tasks**

- Reflections
- Supervisor Report

**Changes from Previous Offering**

Turnitin will now be used to track student assessments to manage plagiarism and efficiency of flow of assessments to the lecturer.

**Research outputs related to PACE**

**E3 Chapter in e BOOK from Conference Proceedings (double blind reviewed)**


**Conference Presentation**

## Changes since First Published

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/02/2015</td>
<td>Added Lecturer</td>
</tr>
</tbody>
</table>