

CERTIFICATE OF LEADERSHIP OUTLINE

PURPOSE

- To actively reflect on experiences to enhance the learning of Student Leaders.
- To go “above and beyond” what Student Leaders do in their individual programs.
- To encourage learning between Student Leaders across campus.

CRITERIA

1. Student Leaders must complete 8 learning experiences with reflections, plus a required year-end reflection, to attain the Certificate of Leadership (CoL). Must have one completion in each of the 3 streams.
2. Detailed reflection must be completed and submitted on the CoL webpage within two weeks of experience. The Staff Advisor for that student must approve their reflection before it is considered a completed CoL experience.
3. Reflection must show personal growth, a new experience, or a step outside of one’s comfort zone and link back to the Peer Programs Learning Outcomes, which is reviewed and approved by an Advisor. *Note: student could reflect in person with Advisors prior to filling out reflection online, to help generate notes*
4. Opportunity must be posted to the CoL webpage prior to opportunity start date and therefore accessible to all Student Leaders. If opportunity is suggested by the student, it must first be approved by a Staff Advisor.
 - a. The experience must be open to all students pursuing a CoL certificate; there can be opportunities with specific criteria (e.g., must be a graduating student, must be an Engineering/Science/Arts student).
 - b. A maximum of 3 mandatory learning experiences from your individual program’s training/professional development which are not posted on the CoL webpage can be used as a CoL opportunity provided it meets the Peer Programs Learning Outcomes.

These mandatory learning experiences could be:

- 1) any/all sessions offered during September Training, your program’s specific training, and/or SLC. Each workshop/session is a potential CoL learning experiences.
- 2) any sessions offered by your program that are marked as a CoL experience.
- c. The remaining learning experiences can be taken from the CoL website, UBC and the broader community provided the Leader approaches their Staff Advisor with their experiences before the event and it has been added to the CoL website for all to access.

TIMELINE

- Beginning of role: introduce the CoL
- Mid-October: Report of CoL progress sent to Advisors (i.e. summary of which students have completed, how many have partially completed)
- January: Report of CoL progress sent to Advisors
- Mid-March: Report of CoL progress sent to Advisors. Advisors sent list of any dates/times for upcoming remaining CoL opportunities in March
- Mid-March: Send required final reflection to students who submitted 8 experiences
- End of March: final list of CoL recipients to Advisors
- April: CoL presented to all recipients
- The CoL can be completed over a number of academic years, but needs to be fully completed before graduation

CONTRIBUTION FROM PEER PROGRAMS

- Each member program is expected to open up one of their Professional Development opportunities to the wider CoL community as a CoL experience. There will be an attendance cap of your choice for the spaces that are available for other members at your open PD opportunity.
- Each program Advisor will be responsible for helping communicate CoL experiences to be added to the CoL webpage.
- Each program will advertise any upcoming Certificate of Leadership experiences to their Student Leader groups.
- Note: Programs (e.g. Orientations and Jump Start) who are outside of Peer Programs may open up opportunities to all CoL but are not required to do so at this point