**LEADER’S VOICE**

**FALL 2020 – BIDDING ONLY**

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**COURSE DESCRIPTION**

Leadership roles involve a wide range of communication challenges—sharing your vision in a way that sticks, mentoring a colleague through a challenge, rallying demoralized employees, working the room at an industry event, handling tough questions from the media, running meetings in ways that elicit candid conversation and learning.

The world is full of communication experts: salespersons, actors, screenwriters, political speechwriters, coaches, networkers, public relations experts, diplomats and so forth. When we watch an expert in action, it is tempting to attribute their performance to a mystical gift that the rest of us lack. Yet success in any of these fields owes more to method than magic. What looks to us like spontaneous eloquence typically results from applying frameworks and focused practice.

This class pulls from different kinds of communication expertise: from consulting, politics, sales, acting and more. Similarly, we expect students to bring distinctive expertise and contribute to the collective learning experience. The goal of this class is to broaden your communication repertoire and increase your versatility.

**COURSE OBJECTIVES**

We aim to develop two kinds of knowledge--conceptual understanding and procedural skill. Each session will convey frameworks for particular kinds of communication and active exercises for practicing them. We rely on simulations and personalized feedback (from peers and through video) to hone behavioral skills. Note that the order of these topics may change.

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| **Session** | **Topic** | **Assignment** |
| **1** | Storytelling & Synthesis: Making a point memorable | * **Assignment 1 (Storytelling):** Start building your “story bank” (document in Canvas) and develop one story, be prepared to share in session 1. * **Reflect** on your goals for the class and be prepared to share in session 1. * **Fill out the Assignment document on Canvas and submit before the class** |
| **2** | Public Speaking: Effective non-verbal communication to move a crowd | * Selected students give their 2 minute presentation * Complete required reading and be prepared to share key learnings/take-aways in class |
| **3** | When Things Go Wrong: Recovering from a stumble  Other Communication Channels: Effective written communication (focus on email and PowerPoint) | * **Assignment 2 (50/50 Presentation):** Prepare to share a 2 minute story with the class and receive feedback (can be same story from week 1 or a different story) * Selected students give their 2 minute presentation * Complete required reading and be prepared to share key learnings/take-aways in class |
| **4** | Managing & Influencing: Chats that change people  Building Relationships: Defining your brand and expanding your network | * **Assignment 3 (Branding):** Answer the personal branding questions and prepare to share your personal brand statement (1 minute) during session * Selected students give their 2 minute presentation * Complete required reading and be prepared to share key learnings/take-aways in class |
| **5** | Putting it all Together: Enabling sustainable change | * **Assignment 4 (50/50 Presentation):** Come to class prepared to share a 2 min professional presentation (with slides) with the class and receive feedback. * Selected students give their 2 minute presentation * Complete required reading and be prepared to share key learnings/take-aways in class |
|  | **Final Project (See guidelines in Canvas)** | 1. Presentation: Every student is expected to give one presentation outside of class. This can be in another class, for a club, or outside of CBS. You are expected to have one student (from any TLV section) attend that presentation, record you giving it, and provide written feedback 2. Action plan: Written plan of how you plan to apply the learnings from class to your everyday communication 3. Self-Assessment of how much you applied the learnings in class to your everyday communication |

**COURSE MATERIAL**

* Required Course Book: HBR Guide to Persuasive Presentations by Nancy Duarte. Chapters will be assigned for specific sessions.
* Additional required and supplemental readings/materials will be provided via Canvas
* Students must have a smart phone that is capable of sending text messages and taking video
* Note that slides will be uploaded to Canvas after class for your reference

**REQUIRED PREREQUISITES AND CONNECTION TO THE CORE**

Students must have completed the Leadership Development core class. The class is best suited to students taking leadership roles during the MBA experience (club officer, cluster officer, peer advisor, etc.).

**GRADING**

**Participation (40%):** Your participation grade will be based on:

* **Attendance:** **To be in the class, you must be present in the first class and arrive prepared**. It will not be possible to add the course if you do not participate in the first session. Given that the exercises are central to the learning, missing any of the subsequent sessions without an excuse will lower your grade.
* **Preparation:** Information on assignments and required readings/materials will be provided in Canvas. You should complete required pre-work before each session and be prepared to talk about your learnings/take-aways in class.
* **Participation:** We expect you to contribute to the learning community both through class discussion and feedback to your peers during the breakout sessions. Expect to be called on; be prepared to share your perspective.

**Assignments (60%):** There will be assignments for each class, as well as 4 major course assignments (described below) and a final project. In addition, students will be expected to practice learnings from class in real life.

* **Assignment 1: Storytelling** 
  + Develop a 2 minute story that you want to tell a small group of students in session 1.
* **Assignment 2: 50/50** 
  + Prepare to share a 2 minute story with the class and receive feedback (can be same story from week 1 or a different story)
* **Assignment 3: Self Branding**
  + Answer the personal branding questions and prepare to share your 1-minute personal brand statement during session
* **Assignment 4: 50/50** 
  + Come to class prepared to give a 2 minute presentation (must include slides) to the class and receive feedback
* **Additional 2 minute presentation** 
  + All students will at one point present for 2-minutes to the whole class with feedback
* **Final project** 
  + **Presentation:** Every student is expected to give one presentation outside of class. This can be in another class, for a club, or outside of CBS. You are expected to have one student (from any TLV section) attend that presentation, record you giving it, and provide written feedback
  + **Action plan:** Written plan of how you plan to apply the learnings from class to your everyday communication
  + **Self-Assessment** of how much you applied the learnings in class to your everyday communication

**INSTRUCTOR BIO**

Natasha Velikoselskiy

Leadership Development Strategist and Executive Coach on a mission to help business leaders realize their full potential and achieve their business goals through impactful individual and team leadership development experiences.

In her current Leadership Development role at Johnson & Johnson, Natasha draws on strong academic foundations in Organizational Psychology and a successful business background in the pharmaceutical industry to deliver relevant, practical and effective learning and development solutions.

A Columbia University alumna, with a Master’s Degree in Organizational Psychology and Change Management, as well as Columbia Executive Coaching Certification, Natasha is an adamant proponent of research-based methods in learning and development. Her signature is creating learning experiences that propel leaders from insight to action through behavior change and skill development.

Natasha has been a frequent contributor in a variety of professional forums including TEDx, Life Sciences Trainers and Educators Network, academic and professional conferences on a range of topics in Leadership Development, Emotional Intelligence, Coaching, Generation Y, Gender in the workplace and others.