



RefugeeRISE AmeriCorps Program

Make-Up Training Assignment

Leadership, Project Sustainability, Teamwork

Marshalltown, Iowa, March 24th, 2017

This make up assignment covers all the required AmeriCorps training from March 24.
The assignment is due April 21, 2017 by 4:00 p.m. to Katie@embarciowa.org

Member Name:

Member Site:

Leadership: Managing up and out

Consciously working with your supervisor/others to get the best possible result

1. Please watch this video on managing up and out.
2. Review the slides from the training on March 24, located <http://refugeerise.weebly.com/leadership.html>
3. Recap 3 things you learned from these videos and explain 1 action you will take to create a better relationship between you and your supervisor.

Leadership: 7 phrases every leader should use

As a leader, what you *say* reveals as much about your leadership skills as what you *do*.

1. Please read this article communication while a leader.
 - a. <http://www.ronedmondson.com/2015/07/7-statements-every-leader-needs-to-use-often.html>
2. Write about 1 phrase you know your supervisor says to you and your team.
3. Write about 1 phrase you will use more

Project Sustainability: Building a sustainability binder

After you leave your position, who will take over and how will they know what they are doing.

1. Please read through the slides provided on <http://refugeerise.weebly.com/leadership.html>
2. Look through the resources provided on <http://refugeerise.weebly.com/leadership.html>
 - a. Example Sustainability binder
 - b. Example Program calendar
 - c. Example Letter to the next member.
3. Write what steps you will be taking to create a sustainability binder for your site
4. Write a letter to the next member. "Letter to the next member" is attached to the email or found on <http://refugeerise.weebly.com/leadership.html>