

Learn **E**quip **A**pply **D**evelop

PROGRAM

L.E.A.D.

By

EXAMPLE

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Learn Equip Apply Develop

PROGRAM

“A leader takes people where they want to go. A great leader takes people where they don’t want to go, but where they ought to be.” -*Rosalynn Carter*

I Earned It! Work and Training Program

- Under this program, we will establish the L.E.A.D. Program, designed to develop leadership qualities in our clients. As we place clients in working groups in order to do more in the community, we will also place some of these clients in positions as Team Leaders.
 - o Team Leaders- will be the contact people between the Township and the worksite where clients are assigned. They will be responsible for attendance, client check in and checkout times as well as ensuring that assignments are completed in an orderly fashion.

L. E. A. D. Program Development Trainings

- Under this training course, clients will be developed into Team Leaders, this monthly ongoing training course will equip clients with the tools that they will need to successfully perform the duties as Team Leaders.

Topics such as:

- o *Time Management*
- o *Respecting and creating Boundaries*
- o *Conflict resolution*
- o *Effective Communication*
- o *Organizational Skills*

- It is imperative that the people that selected for these important positions, show some leadership qualities initially, before going through the **L.E.A.D.** program.
- These clients will be positioned as Team Leaders within the I Earned It Community Work and Training program. This means that they will be place in position to lead groups of people while completing community work and training assignments.

Responsibilities of Team Leaders

- Taking attendance.
- Reporting Absences.
- Liaison between Sponsors and workers.
- Making progress reports to Community Work and Training Coordinator.
- Reporting any problems that may occur.
- Contacting CWP Coordinator of any conflicts that may occur.
- Making sure works start and end on time.

Desired outcomes of the L. E. A. D. Program

- Develop strong work leaders in the community through real world job experiences.
- Using this program and position on resumes.
- Using Township as a reference on resumes.
- Also enhance client self-esteem and self-worth.
- Give clients a sense of purpose and responsibility.
- Create a sense of ownership in the I Earned It program.