LEADERSHIP for BAIS4992 INTERNSHIP 2

While a leadership role such as a Team Lead or Project Lead or a Project Manager would be excellent, for an entry level junior person these roles are not always possible particularly in larger organizations.

The idea is for the student to undertake a project or a task or an activity in which they are responsible for planning, goal setting, initiating, scheduling, undergoing, completing and wrapping up.   Generally assumed the person will be working on their own but could be in consultation with their supervisor or co-workers depending on the activity to be completed.  Note the requirement does not necessarily mean the person is leading or managing other people.   He or she could be responsible for leading a periodic or monthly or yearly task that may not involve other people.

Possible projects include:

1. a small technical project lasting a week or up to 4 months in duration
   1. a roll out of an operating system or other software to staff
   2. training other staff and/or distributing documentation on a new piece of software
2. a non-critical technical project which can be started and/or ended at any time
   1. cleaning out of a server room including labeling of equipment and wiring
   2. organizing computer inventory including safe disposal of devices
   3. documentation of a new system that is important for all staff
3. a team building activity such as:
   1. social or group event (ie. bowling night)
   2. seasonal event (ie. Christmas party, Chinese New Years party)
   3. team physical activity (laser tag, paint ball, baseball, soccer)
   4. an "at work" team bonding or team building activity held during a staff meeting
   5. team building activity as covered in the BAIST Leadership Development course
4. or any other similar projects that are deemed important and appropriate for the individual to complete on their own

As a deliverable, the "leadership" is discussed in the Student Journal which is due at the early in the third month of the first or at least second four month term.   This should be at least a paragraph or up to a page of the journal report.  Possible areas of leadership discussion include:

1. Personal reflection on the activity, event or task completed from a leadership point of view.
2. Comments on what was learned from the activity.   What would or could have been done differently?
3. What leadership style was used for the activity and was it effective?
4. If involving other people in the activity, what was the take up or the participation?  Why or why not?  What could have been done to make it better or more effective?
5. If no one else was involved in the activity, reflect on the effectiveness of the planning and scheduling of the activity.
6. Any other similar reflection or journaling technique as given in the BAIST Leadership Development course.