Foundations of Management and Entrepreneurship  
CLTP Self-Reflective Essay

You have just completed the Foundation Coaching for Leadership and Teamwork Program (CLTP). This represents an important opportunity for you to reflect on and enhance your effectiveness in leadership and teamwork situations. However, in order to make this activity worthwhile, you need to consider what this means, for you, now. The purpose of this assignment is to help you translate this experience and especially the feedback you received from your coaches into something that is very practical.

When answering the questions below, don’t think about the distant future. Think about the near term: your FME business groups, study groups, sports teams. Think about what you can do tomorrow if at all possible.

To prepare for this assignment, please review the competencies in the Coaching for Leadership and Teamwork Guide for Students that was distributed. You’ll find six competencies described in detail in the Guide. These include:

- Leadership 
- Teamwork
- Oral Communications
- Listening
- Ethics
- Decision Making

Please respond to the following questions:

1. Based on the feedback you received in CLTP, what should you KEEP DOING to maintain or enhance your effectiveness? Be specific when answering. You should state the behavior or behaviors that you want to keep doing as well as the competency to which those behaviors are related. You should also explain why it is important to keep demonstrating this particular behavior.

2. Based on the feedback you received in CLTP, what should you STOP DOING, or do less of, to enhance your effectiveness as a leader or team member? Again, be very specific. You should state the behavior or behaviors that you want to stop doing or do less of as well as the competency to which those behaviors are related. You should also explain why it is important to change your behavior in this way.

3. What should you START DOING, or do more of, to enhance your effectiveness as a leader? Again, be very specific. You should state the behavior or behaviors that you want to start doing or do more of as well as the competency to which those behaviors are related. You should also explain why it is important to change your behavior in this way.

Your deliverable should be a 1000 word essay and should be double spaced. If you have many examples that are relevant to any of the three questions above, please choose the one that you believe is most important to you. First-person writing style is appropriate for this essay. Your essay should follow the format used in your Rhetoric courses: it should have an introduction which states a main idea (thesis), body paragraphs which support that idea, and a conclusion. Your thesis statement would cover what you have learned about yourself through the CLTP experience. The body paragraphs would cover the areas of analysis indicated above. Your
conclusion would outline a plan for how you are going to use the insights learned through the CLTP experience in the years ahead.

Your grade for this assignment is not dependent on whether you were a “good” leader and team member during the CLTP experience. Your grade for this assignment is based on how clearly you have specified the behaviors you believe you should keep doing, start doing or stop doing to enhance your effectiveness.

Your faculty will tell you how they wish to have this assignment submitted. Faculty will be using the following rubric for grading these reflections:

C    Not responsive to the assignment; doesn’t identify what behaviors should stop, continue, or start
B    Addresses what behaviors should stop, continue, or start, but fails to provide examples from the CLTP exercise, fails to link them to the competencies, or fails to indicate why these behaviors are important
A    Addresses the behaviors, provides examples from the CLTP exercises and mentor feedback, indicates why the behaviors are important, and is well written