

Leadership Checklist

To complete the pathway, you will need to complete six tasks from the list below. Each task may have multiple requirements.

Education

Leading Self:

- ☐ Attend the Emotional Intelligence courses through the [Controller's CPE program](#)
- ☐ Buy the StrengthsFinder book and take the class
- ☐ Participate in Real Colors or Disc Assessment
- ☐ Participate in Crucial Conversations

Leading Others:

- ☐ Complete the [Excellence in Leadership Program](#) (nomination required and available only to senior leaders)
- ☐ Attend the Moving into Change course through the [Controller's CPE program](#)
- ☐ Complete the [Leadership and Management Graduate Certificate](#) (application required)
- ☐ Complete the Become a Leader Learning Path on Lynda.com (full list of courses below):
 - ☐ Course: Transitioning from Manager to Leader
 - ☐ Course: Leadership Foundations
 - ☐ Course: Developing Executive Presence
 - ☐ Course: Finding and Retaining High Potentials
 - ☐ Course: Designing Growth Strategies
 - ☐ Course: Leading Change
 - ☐ Course: Executive Decision Making
 - ☐ Course: Developing Your Leadership Philosophy



- ☐ Complete three or more classes from the Leadership-1 playlist on Lynda.com:
 - ☐ Course: Developing Political Savvy
 - ☐ Course: Stepping Up to Leadership
 - ☐ Course: Leadership Insights from Dan Rockwell
 - ☐ Course: Body Language for Leaders
 - ☐ Course: Mentoring Others
- ☐ Complete two or more classes from the Leadership-2 playlist on Lynda.com:
 - ☐ Course: Executive Leadership
 - ☐ Course: Leading with Emotional Intelligence
 - ☐ Course: Thinking Like a Leader
 - ☐ Course: Risk-Taking for Leaders
- ☐ Watch the TED Talks video [How Great Leaders Inspire Action](#) by Simon Sinek
- ☐ Watch Leadership in the Digital Era in Skillsoft
- ☐ Enroll in a for credit course (CU Tuition Waiver):
 - ☐ MGMT3030 Critical Leadership Skills – CU Boulder
 - ☐ CESR4000/4001 Leadership Challenges – CU Boulder
- ☐ Read through the four [Leadership Toolkit](#) areas and choose 1 item to review from each in the Additional Resources section
- ☐ Watch 1 of the Leadership videos (YouTube):
 - ☐ [The 5 Levels of Leadership](#) by John Maxwell
 - ☐ [Why Good Leaders Make You Feel Safe](#) by Simon Sinek
 - ☐ [Everyday Leadership](#) by Drew Dudley

Practice:

- ☐ Lead a volunteer event
- ☐ Participate in Toastmasters for 6 months
- ☐ Lead a department team or project big or small
- ☐ Participate on [System Staff Council](#)

By signing my name below, I certify that I have completed all tasks to satisfy the requirements of this pathway.

Signature

Date



University of Colorado

Boulder | Colorado Springs | Denver | Anschutz Medical Campus

EMPLOYEE SERVICES

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