



PROCESS DESCRIPTION AND LOG

PURPOSE OF THE CASE-IN-POINT INTENSIVE:

1. Celebrate completion of 50 hours of practice- and assessment-based professional training in the Case-in-Point method, in alignment with the KLC principles and competencies.
2. Provide rigorous training and structured support for learning and practicing Case-in-Point.
3. Promote adaptive approaches to leadership development in classrooms and with teams.
4. Set standards of excellence for Case-in-Point teaching to protect and serve consumers of leadership development services.

Requirement	Details	Process and Timeframe	Log
Recommend participation in Your Leadership Edge or Lead for Change program.	High level of understanding of leadership principles and competencies.	Prior to Case-in-Point.	
5 days (35 hours) of classroom training in Case-in-Point.	<p>COURSE OBJECTIVES:</p> <ol style="list-style-type: none"> 1. Understand the purpose and variety of uses for Case-in-Point. 2. Develop essential skills and capacities for using Case-in-Point. 3. Fully participate in a teaching team that uses the CIP method – from planning to delivery and assessment. 4. Bring full selves – body, mind, heart – to the work of leadership and development. 	Please reflect on your classroom experience using the handbook provided upon registration.	Dates of classroom training in:
Written knowledge assessment.	10 short-answer questions based on CIP chapter in <i>Teaching Leadership</i> by Chris Green and Julia Fabris McBride, CIP Assessment Criteria and Explanation and CIP handbook.	Submit online by 11:55pm CST on August 14, 2019 (approximately 45 days after classroom training). Must answer 80% correctly to pass. One opportunity to resubmit, within 30 days.	Date successfully submitted: Score:
4 hours of virtual group mentoring.	KLC-hosted online sessions with mentor to continue learning and debrief experiences outlined above.	Participate in four of the five offerings below: 4 - 5pm CST July 16, 23, 30, August 6, 13	Dates of sessions: 1. 2. 3. 4.

Requirement	Details	Process and Timeframe	Log
Minimum 11 hours of additional mentoring, observation of experienced practitioners and real-time practice of CIP in a classroom or team setting.	<p>For the purpose of developing proficiency with session design and developing expertise in delivery. In context determined by the applicant. At least 6 of those hours must involve applicant using CIP method to develop leadership capacity in others.</p> <ul style="list-style-type: none"> • KLC recommends that at least 3 of those hours be observed by an experienced CIP practitioner in KLC's Lead for Change or another setting approved by KLC staff. • KLC encourages partnering with another member of your Case-in-Point Intensive cohort. • 5 of those hours may be accomplished virtually, or by watching videos. 	Logged by the applicant.	<p>Dates and times:</p> <p>Description of activity:</p> <p>Key learning from each:</p> <p>Person shadowed (if applicable):</p>
Final written reflection.	Self-assessment of progress and ability to effectively use the CIP method – based on form provided by KLC. Reflection on ongoing learning and practice goals and aspirations for using CIP to develop leadership capacity in others.	Submit via e-mail by 11:55pm CST on December 18, 2019. Review and response by KLC mentor. Reviewer may request additional reflection. Applicants have 10 days to respond.	Date successfully submitted:
Final Submission.	Submit written reflection and completed log to KLC staff reviewer.	Submit via e-mail by 11:55pm CST on December 18, 2019 (approximately 6 months after classroom training).	Date successfully submitted:

Submit written reflection and log by 11:55pm CST on December 18, 2019.

By signing and submitting this log, I confirm my full participation in the Case-in-Point intensive activities logged above, and my intention to continue my professional development and contributions to the field of leadership development.

Name of Applicant

Address for certificate

Applicant signature

Date submitted

Name of KLC staff reviewer

Signature

Date of review

Does the applicant meet all of the requirements for a **Kansas Leadership Center Certificate of Completion – Case-in-Point?**

Yes – Congratulations!

Not yet – Please see comments in accompanying email.