

## **Introduction**

We believe in building up Infocomm Media Club student leaders who are confident and effective in helping their Clubs, whether they are running regular CCA sessions, overseeing special projects or heading a competition team.

The 'Foundations of Leadership' workshops aim to equip your student leaders with the necessary leadership skills to lead their peers effectively within the Club. They will receive broad-based training which will form a strong foundation for subsequent role specific training to follow later in 2023.

Partner us today in empowering your student leaders who will help you to build a stronger Infocomm Media Club.

Click [here](#) to register for the online workshops.

## **Workshop details**

- Both workshops will be conducted online over Zoom
- Clubs may send up to 4 student leaders to attend the training
  - It is recommended that the Chairperson, Vice-Chairperson, Tech for Good Champion and Emerging Tech Specialist participate in the training

	<b>Focus</b>	<b>Date and time*</b>	<b>Overview of topics covered</b>
		*Student leaders only need to attend one run for each part of the training.	
<b>Part I</b>	Leadership styles & effective communication	Run 1: 17 Feb, 3.30 – 5.30pm Run 2: 20 Feb, 3.30 – 5.30pm	<ul style="list-style-type: none"><li>• Exploring leadership styles</li><li>• Effective communication</li><li>• Introduction to storytelling and visual tools</li></ul>
<b>Part II</b>	Organisation, delegation & project management	Run 1: 22 Feb, 3.30 – 5.30pm Run 2: 24 Feb, 3.30 – 5.30pm	<ul style="list-style-type: none"><li>• Organisation and management principles and processes</li><li>• Project management and delegation skills</li><li>• Introduction to project management and productivity tools</li></ul>

## Overview of LEAD training for 2023

*Dates stated below are subject to further changes.*

<b>Mid-February</b>	'Foundations of Leadership' online workshops
<b>Early April</b>	In-person role specific training for Tech for Good Champions and Emerging Tech Specialists  <i>SERVE Values-in-Action projects to be carried out between April - May</i>
<b>Early November</b>	Infocomm Media Club Student Leadership Conference

## Tech for Good Champion and Emerging Tech Specialist

In 2022, two new roles were introduced to give Infocomm Media Club members more opportunities to serve as leaders. They would be nominated at Secondary 2 and continue serving into their Secondary 3 year.

<u>Tech for Good Champion (TFGC)</u>	<u>Emerging Tech Specialist (ETS)</u>
<ul style="list-style-type: none"> <li>As a student leader, the TFGC will lead his or her peers to plan and execute a Values-in-Action project which involves serving the community using infocomm media and technology skills.</li> <li>This student will learn more about the Tech for Good landscape and be equipped with project management skills.</li> </ul>	<ul style="list-style-type: none"> <li>As a student leader, the ETS will lead his or her peers in the club to educate and excite others within the school about Emerging Technologies through talks and showcases.</li> <li>This student will learn more about the Emerging Technologies landscape and be equipped with presentation and engagement skills.</li> </ul>

<b>LEADERSHIP (LEAPS Level of Attainment)</b>					
	Level 1	Level 2	Level 3	Level 4	Level 5
School-based Leadership Opportunities		<ul style="list-style-type: none"> <li>Lower Sec CCA Committee</li> </ul>	<ul style="list-style-type: none"> <li>Lower Sec CCA Executive Committee</li> <li>Upper Sec CCA Committee Member</li> </ul>	<ul style="list-style-type: none"> <li>Upper Sec CCA Executive Committee</li> <li><b>Emerging Tech Specialist*</b></li> <li><b>Tech for Good Champion*</b></li> </ul>	<ul style="list-style-type: none"> <li>CCA Chairperson</li> <li>CCA Vice-Chairperson</li> </ul>

\*Both new roles will be part of the Upper Secondary CCA Executive Committee.

## **FAQ**

### **1) Must my student leaders attend both Part I and Part II of the training?**

Student leaders are strongly encouraged to attend both Part I and Part II of training to maximise their learning. However, should your school be unable to do so, you may still register your student leaders for each part independently.

### **3) May I send two different sets of students to attend Part I and Part II?**

We would like to request that schools send a consistent group of students to attend both parts of the training. Should there be any student leaders who are unable to attend at the last minute, substitutes may attend instead.

### **3) Do teachers need to be present at the workshops?**

Teachers are welcome to sit in for the online workshops should they choose to do so. IMDA staff will be present to ensure student safety.

### **4) Are the workshops free of charge?**

Yes, these workshops are complimentary in nature and no payment is required.

### **5) What if my student leaders for the year have not been officially elected yet?**

We understand that some Clubs would run elections prior to officially appointing the next Exco after the incumbent Secondary 4 leaders have stepped down later in Semester 1.

Should that be the case, you may nominate your prospective leaders to attend the training.

### **6) My CCA is not an Infocomm Media Club. Can we take part in the student leadership training?**

Here is a list of eligible CCAs that can take participate in our programmes.

- Audio visual aid
- Broadcasting
- Comics and illustration
- Design
- Design and innovation
- Digital media
- Infocomm technology (computing)
- Infocomm technology (media production)
- Journalism
- Media resource library
- Photography
- Publication
- Robotics

*For further enquiries, please contact us at [imda\\_codesg@imda.gov.sg](mailto:imda_codesg@imda.gov.sg)*