

PTRM 380 – Recreation Administration and Leadership

Instructor: Dr. Keith Bosak

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Office hours: Wednesdays 1-2pm or by appointment

Course description: This course will explore the many roles that leadership plays in the administration of recreation, parks and leisure services. We will learn about the leadership process and styles, group dynamics, organizational behavior, motivation and risk management. Students will also be introduced to leadership concepts and theories. We will have a chance to practice what we have learned through group and individual exercises.

Purpose: The purpose of this course is to provide students with the necessary concepts, theories and applications of leadership in a recreation context so that they will be prepared to take on leadership roles.

Learning objectives:

- Understand the process of leadership
- Obtain knowledge of leadership theories, concepts and models
- To explore and understand one's own leadership style.
- Identify and define the types of leadership found in recreation, parks and leisure services organizations
- To understand the importance of group dynamics and identify various techniques that can be used by leaders working with groups
- To understand the motivation process
- Understand the role of communication in interpersonal and organizational contexts
- To gain an awareness of and learn how to manage risks
- Gain knowledge of leadership in an outdoor setting

Learning materials: Reading materials for this course will consist of the textbooks (see below) and supplementary readings. All reading materials will be available on Moodle. All lecture notes and handouts will also be available on Moodle.

Required Texts (available on Moodle):

Edington, et al. 2005. *Leadership for Recreation, Parks, and Leisure Services 3rd ed.* Champaign, IL: Sagamore Publishing.

Peterson, J et al. 2005. *Risk Management for Park, Recreation and Leisure Services 5th ed.* Champaign, IL: Sagamore Publishing.

Assignments and assessment: The assignments and assessments for this course will be used to measure your understanding of the topics covered and your ability to communicate that understanding verbally and through writing. The assignments will also provide additional opportunities for learning about and synthesizing the topics covered in this course. All assignments are due at the beginning of class and late assignments will not be accepted unless the student has a written and verifiable excuse.

Explanation of assignments and assessments:

Assignments: Students will complete assignments during the course of the semester. These assignments will be worth 50-200 points each, totaling 500 points. Some assignments may take multiple weeks and therefore be worth more than 50 points. Students may work in groups or individually depending on the assignment but all write-ups must be turned in individually.

Assessments: There will be two exams given during the semester, each worth 100 points and a comprehensive final exam worth 150 points. The exams will consist of matching, multiple choice, true/false and short-answer questions. Any information from the text, supplemental readings, lectures, guest lecturers or the assignments will be potential content for exam questions.

Pop quizzes on the readings from the text will also be given during the semester. There will be 10 quizzes given, each worth 15 points for a total of 150 points. These quizzes will be used to assess students' comprehension of assigned readings and for attendance purposes.

Class participation and attendance: The success of this course depends on lively in-class discussion. Therefore, students are expected to come to class everyday well-prepared and ready to discuss the assigned readings and topics from the lectures. Students who do not prepare and those who miss class will find it difficult to succeed in this course. Those of you who do prepare and attend class regularly will learn a great deal and have fun in the process.

Academic Integrity: All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code.

Equal Access: The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students. If you have a disability that adversely affects your academic performance, and you have not already registered with Disability Services, please contact Disability Services in Lommasson Center 154 or 406.243.2243. I will work with you and Disability Services to provide an appropriate modification.

Course Schedule: This is only a guide and is subject to change.

week of:	topic/chapter	assignment/assessment
13-Jan	leadership and the leadership	
20-Jan	leadership concepts and theories/ch-2 (no class Monday)	assignment -01
27-Jan	leadership concepts and theories/ch-2	assignment -02
03-Feb	leadership roles/ch-3	assignment -03
10-Feb	leadership and group dynamics/ch-5	Exam-01 (Wed, Feb-13)
17-Feb	leadership and group dynamics/ch-5 (no class on Monday)	assignment -04
24-Feb	leadership and motivation/ch-6	assignment -05
02-Mar	leadership and communication/ch-7	assignment -06
09-Mar	outdoor leadership/ch-9	assignment -07
16-Mar	spring break	no class
23-Mar	catch-up week	Exam-02 (Thur, Mar 26)
30-Mar	risk management/ch-8 and risk management booklet	assignment -08
06-Apr	risk management/ch-8 and risk management booklet	assignment -09
13-Apr	risk management/ch-8 and risk management booklet	assignment -10
20-Apr	Leadership in social settings and event management/ch-10 and 11	
27-Apr	Catch up and exam review	
05-May	8:00 to 10:00am	Final Exam

Grading:

There will be a total of 1000 points offered in this course. Extra credit will not be given. The breakdown is as follows:

Assignments (10 @ 50 points each)	500 points
Quizzes (10 @ 15 points each)	150 points
Exam-01	100 points
Exam-02	100 points
Final exam (comprehensive)	150 points
total	1000

900-1000	points	A
800-899	points	B
700-799	points	C
600-699	points	D
below 600	points	F