

2A3

Leadership timeline

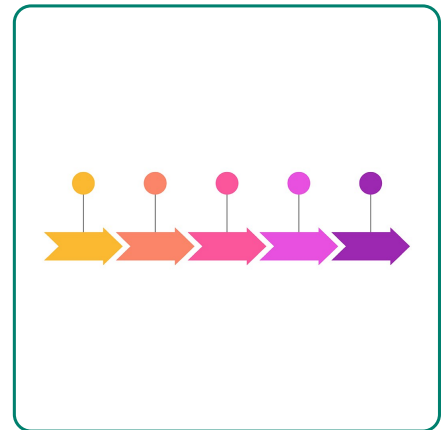
When have I shown leadership in my life?

This challenge will help you map your leadership development by creating a timeline of key experiences and learning moments. You will reflect on progress, identify turning points, and plan next steps for growth.

What you'll do

In this challenge, you will:

- create a timeline of your leadership experiences and milestones
- annotate each entry with what you learned and why it mattered
- identify patterns, turning points, or pivotal moments
- use the timeline to set priorities for future development.



✓ Skills I used:

	Learning	☐
	Decision-making	☐
	Communicating	☐
	Team working	☐
	Thinking	☐
	Self-awareness	☐

How I might show the skills

Skills	Examples
 Learning	Annotates each milestone with learning outcomes and supporting evidence such as photos or notes stored in a portfolio.
 Decision-making	Uses the timeline to prioritise future development and records an action plan with milestones.
 Communicating	Presents the timeline and explains key entries in a short recorded narrative or handout and provides the file as evidence.
 Team working	Shares the timeline with peers for feedback and documents suggested revisions or peer comments.
 Thinking	Maps leadership experiences and identifies turning points in a visual timeline or digital slide.
 Self-awareness	Reflects on progress and documents insights and wellbeing strategies in a reflective statement.

5B3

Lead the change

What leadership style works best during change?

This challenge will help you plan and lead a change initiative by practising stakeholder engagement, communication, and implementation planning. You will learn to manage resistance and measure progress..

What you'll do

In this challenge, you will:

- identify a change that needs to happen in a group or project
- map stakeholders and plan engagement strategies
- create an implementation plan with milestones and measures of success
- lead the change and reflect on lessons learned and next steps



✓ Skills I used:

	Learning	☐
	Decision-making	☐
	Communicating	☐
	Team working	☐
	Thinking	☐
	Self-awareness	☐

How I might show the skills

Skills	Examples
 Learning	Researches the context of the change, gathers feedback from stakeholders, and records insights, questions, or concerns that shape the final plan.
 Decision-making	Chooses engagement strategies, prioritises actions, and documents the reasoning behind key decisions in the change plan or milestone tracker.
 Communicating	Shares the change proposal clearly with stakeholders and provides written or verbal updates, briefings, or messages that explain the purpose, benefits, and next steps.
 Team working	Works collaboratively with stakeholders, seeks input, responds to concerns, and provides evidence such as meeting notes, feedback summaries, or co created plans.
 Thinking	Maps stakeholders and analyses their needs, influence, and likely reactions. Creates a structured implementation plan with milestones, success measures, and risk considerations.
 Self-awareness	Reflects on emotional responses to leading change, identifies sources of resistance, and records strategies for staying resilient, open, and adaptable throughout the process.

6A1

Plan your leadership activity

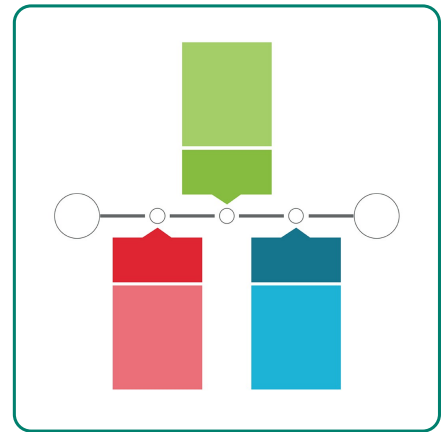
How do I design a real leadership task?

This challenge will help you design a practical leadership activity by setting clear objectives, planning tasks, and preparing resources. You will practise project planning and anticipate challenges to increase the chance of success.

What you'll do

To complete this challenge, you will:

- define the purpose and learning objectives of your leadership activity
- create a step by step plan with roles, timeline, and resources
- identify potential risks and mitigation strategies
- prepare materials and brief participants for the activity



✓ Skills I used:

	Learning	☐
	Decision-making	☐
	Communicating	☐
	Team working	☐
	Thinking	☐
	Self-awareness	☐

How I might show the skills

Skills	Examples
 Learning	Gathers resources and evidence to support the plan and stores annotated files or links.
 Decision-making	Selects resources and mitigation strategies and documents the rationale in the plan.
 Communicating	Produces a clear activity brief with objectives and shares it as a document or slide deck.
 Team working	Assigns roles and responsibilities and provides role briefs or collaborative planning notes.
 Thinking	Breaks the activity into steps and records roles, timeline and risks in a planning document.
 Self-awareness	Reflects on workload and support needs and records wellbeing considerations in the plan.