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**PROJECT "E-QUALITY - DIGITAL EDUCATION FOR SOCIAL AND FINANCIAL
INCLUSION AND GENDER EQUALITY**

**MODULE NAME:
LEADERSHIP MODULE
(DESCRIPTION)**

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1. Introduction

1. Introduction

This module description has been compiled based on information from the following sources: (i) introductory and informational meetings with stakeholders (Target group1, TG2, TG3, TG-4 and TG-5); (ii) the results of the nationwide survey, which was also focused on the three project regions, namely Issyk-Kul, Naryn and Osh regions of Kyrgyzstan; and (iii) the results and exchange of interagency experience during the study tour of representatives of the Kyrgyz educational institutions in Bulgaria from July 15 to July 24, 2022.

2. Module structure

1. Name of the module:	Leadership Module	
2. Applicable levels of NQF and EQF:	3 NQF /3 EQF 4,5 NQF/2 EQF	
3. Prerequisites (educational requirements, if any):	Basic general education Complete secondary education	
4. Area of professional activity:	All types of core executive activities in sectors of the economy where Kyrgyz migrants usually work	
Learning outcomes:		
Unit of learning result No. 1: Able to perform work operations with the use of leadership qualities		
		Stage in the migration process
Knowledge:	<ul style="list-style-type: none"> • Knows who a leader is and how he differs from other people; • Knows about the need to have (develop) leadership qualities; • Has an idea about leadership qualities, features of their formation and the specifics of their manifestation in labor activity. 	At the stage of migration
Skills:	<ul style="list-style-type: none"> • Creates communication connections; • Perceives operational information and provides feedback; • Communicates information to employees at different levels in the organization; • Organizes group work with employees. • Uses time management software. 	At the stage of migration
Competencies:	<ul style="list-style-type: none"> • K1: Able to use knowledge of leadership qualities for work; • K2: Able to apply his leadership qualities in work; • K3: Able to organize group work with employees. 	At the stage of migration
Attitude	<ul style="list-style-type: none"> • Determines the direction of self-development for 	At the stage of migration



(optional)	<ul style="list-style-type: none"> the performance of work operations; Understands the need to use creativity for self-realization. 	
Unit of Learning Outcome №2: Capable of collaborating with other employees		
Knowledge:	<ul style="list-style-type: none"> Explains the difference between a leader and a non-leader (eg manager); Aware of leadership qualities and the need to develop them; Knows the difference between employees holding different positions; Has an idea about the organization of local social networks. 	At the stage of migration; At the post-migration stage
Skills:	<ul style="list-style-type: none"> Has the ability to use leadership qualities for the effective implementation of work functions; Searches for information on the Internet; Interacts with employees in the organization; Analyzes own activity for the purpose of self-improvement. 	At the stage of migration; At the post-migration stage
Competencies:	<ul style="list-style-type: none"> K4. Able to work in groups and teams, manage them; K5. Able to use information to organize work; K6. Able to choose the most effective form of interaction with employees, taking into account individual qualities. 	At the stage of migration; At the post-migration stage
Attitude: (optional)	<ul style="list-style-type: none"> Complies with the rules of cultural communication 	At the stage of migration; At the post-migration stage
Unit of Learning Outcome №3: Applying Personal Leadership for Learning and Effective Work		
Knowledge:	<ul style="list-style-type: none"> Understands leadership as an opportunity for action; Understands the essence and manifestations of leadership in the work environment; Knows the importance of personal effectiveness; Gets information about the skills of work or study in the organization; Understands efficiency as a minimum investment of time for maximum results. 	•
Skills:	<ul style="list-style-type: none"> Able to set goals; Able to draw up a work plan; Knows how to prepare a workplace for work or study; Able to break tasks into subtasks for effective implementation; Able to set and meet deadlines; Able to work in a team, effectively perform the tasks of professional activity. 	•
Competencies:	<ul style="list-style-type: none"> K7. Able to plan their activities; K8. Able to break tasks into subtasks for efficient completion K9. Able to perform work with maximum results within a set time limit. 	•
Attitude: (optional)	<ul style="list-style-type: none"> Has an honest and ethical approach to the performance of work responsibilities. 	•
Unit of learning outcome No. 4: The use of leadership for personal potential		



development		
Knowledge:	<ul style="list-style-type: none"> • Understands leadership as an opportunity for self-development; • Knows his rights and obligations to work in the organization in his home country and in countries of possible migration; • • Receives information about opportunities for self-development in the home country and in countries of possible migration; 	•
Skills:	<ul style="list-style-type: none"> • Knows how to effectively distribute working time, including time for rest; • Knows how to use different ways to improve personal effectiveness 	•
Competencies:	<ul style="list-style-type: none"> • K10. Able to effectively plan and distribute working time; • K11. Able to perform work duties, using personal potential, in the home country and in countries of possible migration 	•
Attitude: (optional)	<ul style="list-style-type: none"> • Has an honest and ethical approach to the performance of work duties; • Interacts with employees who perform various professional tasks and responsibilities. 	•

2. Topics covered by the module:

1. Topic 1: General Leadership Issues

- Component 1 / Sub-topic 1 Why is leadership needed?
- Component 2/Sub-topic 2 Typological features of leaders
- Component 3 / Differences between leader and manager

2. Topic 2: Leadership

- Component 1 / Sub-topic 1 Key qualities of a leader
- Component 2/Sub-topic 2 Leader Capabilities
- Component 3 / Sub-topic 3 Leader-People Interaction

3. Topic 3: Building Personal Leadership

- Component 1 / Sub-topic 1 Personal Leadership Skills
- Component 2/Sub-topic 2 How to develop leadership skills?

4. Topic 4: Leadership and personality

- Component 1 / Leadership Based on Personal Qualities
- Component 2/Sub-topic 2 Strength of the Leader's Personality
- Component 3 / Sub-topic 3 Personal qualities for effective interaction

5. Topic 5: Leadership and performance

- Component 1 / Sub-topic 1 Setting and achieving goals
- Component 2/Sub-topic 2 Skills to effectively organize your work
- Component 3 / Sub-topic 3 Personal self-development and personal potential

2. List of educational digital tools:



(Video tutorials; MS presentations; MS Word and PDF files: role-plays, quizzes, etc. Available and developed for the module)

Training is carried out using the massive open online course "Competent Leadership", hosted on the platform InAQA

It is envisaged to create opportunities for students to perceive the same information from different sources - for example, so that persons with hearing impairments receive information visually, those with visual impairments - auditory.

3. Links (sources of information):

1. ZNANIUM.COM
2. Christoph Stackelberg. Responsible Leadership Workshop for Employees and Managers. Globethics.net
3. Stephen R. Covey The Seven Habits of Highly Effective People. Powerful tools for personal development: Per. from English. / Art. R. Covey. - M.: Alpina Business Books, 2006. -375 p.

4. Logical cross-reference matrix

Unit of learning outcomes / competence Topic	EPO 3						EPO 4, EPO 5				
	K1	K2	K3	K4	K5	K6	K7	K8	K9	K10	K11
Topic 1	X	X	X								
Topic 2	X			X	X	X					
Topic 3							X	X	X		
Topic 4							X		X	X	X
Topic 5										X	X

4. Exam methodology

- control tests for sections of the module