

English Connects

Developing leadership skills – for teachers and Teacher Associations

Saturday 23rd March 2024 – 4pm (UK / Senegal)

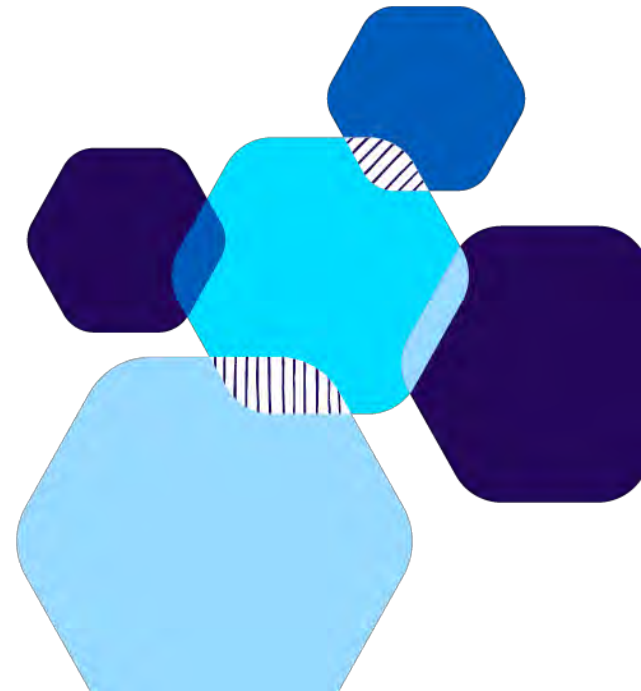


Objectives

a) to help develop leadership skills for ELT teaching and TAs

b) to discuss and give practical examples of the following:

1. motivation
2. emotional intelligence
3. accountability
4. delegation
5. time management
6. effective communication
7. conflict resolution



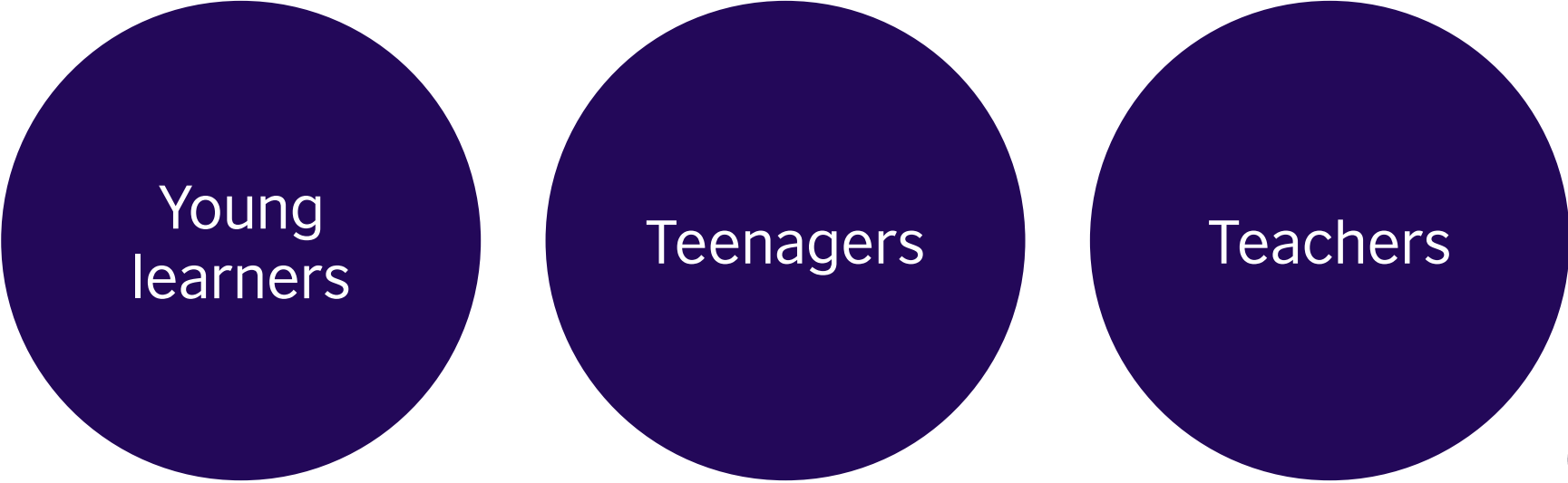
Why leadership skills?

- the Future Leaders course
- the publication
- the topics in the webinar
- practical application to ELT classes and TAs



1. Motivation

How do we keep learners and their teachers motivated?



Young
learners

Teenagers

Teachers

Motivating Young Learners

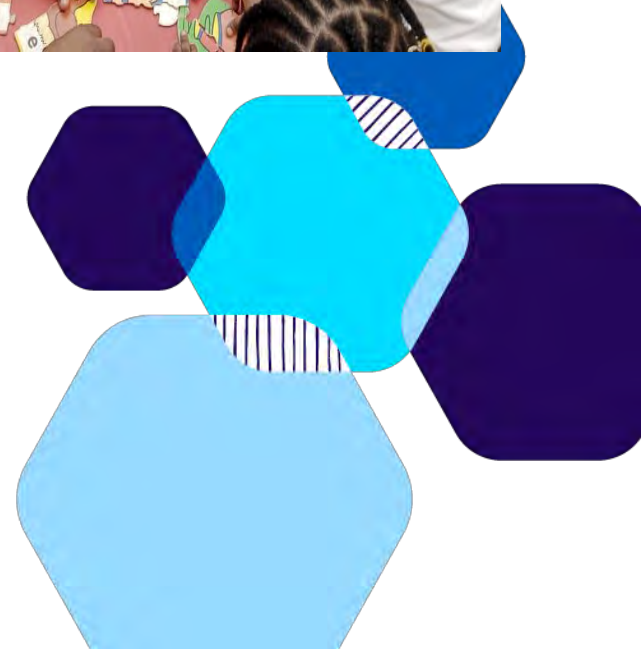
A Positive Learning Environment

Open Communication

Positive Reinforcement

Incorporating Technology

Captivating Learning Experiences



Motivating Teenagers

Encouraging
Learner
Autonomy

Teacher
Enthusiasm

Providing
Support

Relevant Lesson
Activities

Inviting Guest
Speakers



Motivating Teachers

Providing
Professional
Development
Opportunities

Teacher Awards,
Recognition and
Appreciation

Creating a
Positive School
Culture

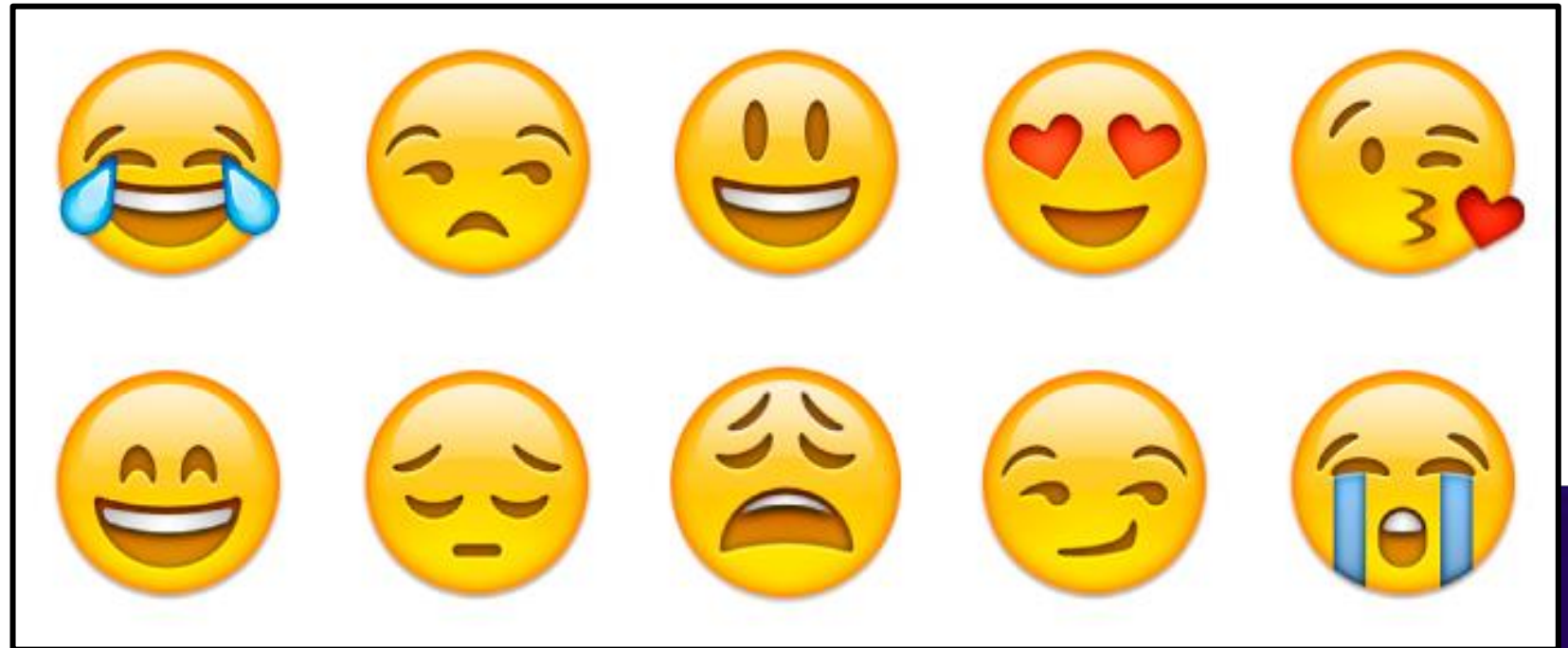
Provide health
insurance in
form of HMO
scheme



2. Emotional intelligence

Basic Human Emotions:

1. Happiness
2. Sadness
3. Love
4. Hate
5. Anger
6. Fear



Why emotional intelligence ?

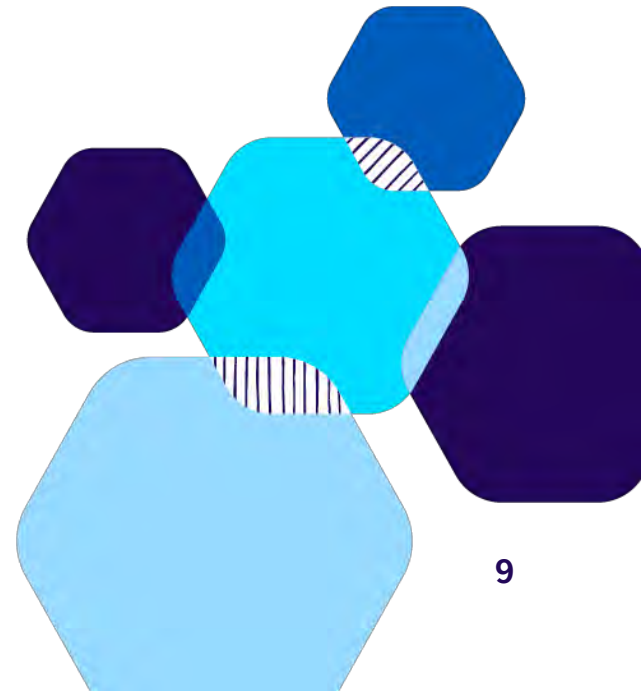
Humans are emotional beings
so are teachers and students.



Second language learning has
inherent stress.



The challenging nature of
teaching profession.



What is it?



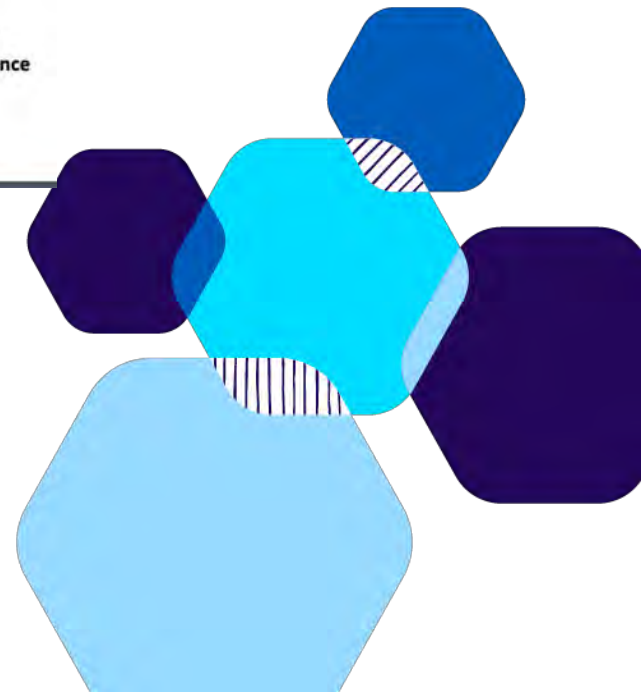
EMOTIONAL INTELLIGENCE TRIANGLE

Source: © EQ Advantage Learning & Development Inc.

Stages of Emotional Intelligence



Emotional Intelligence is the capacity to be aware of, control, and express one's emotions; and to handle interpersonal relationships judiciously and empathetically. It is the key to both personal and professional success.



In the classroom



In order to work better:

Students need :

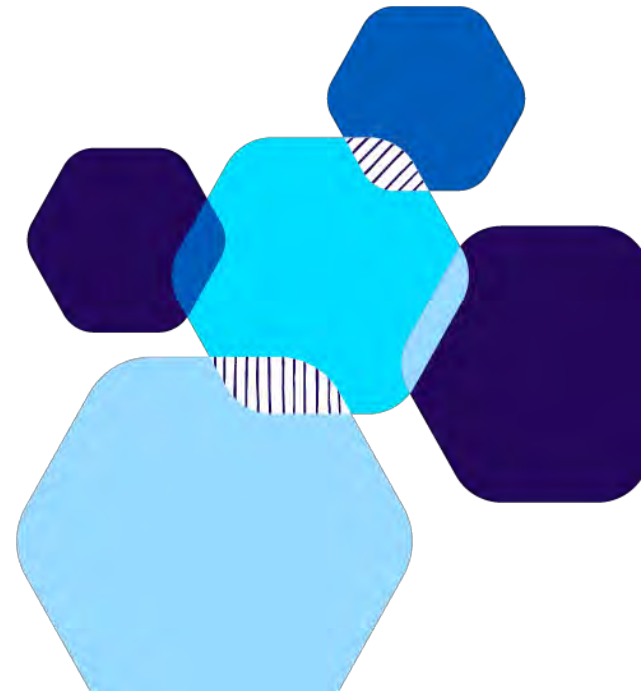
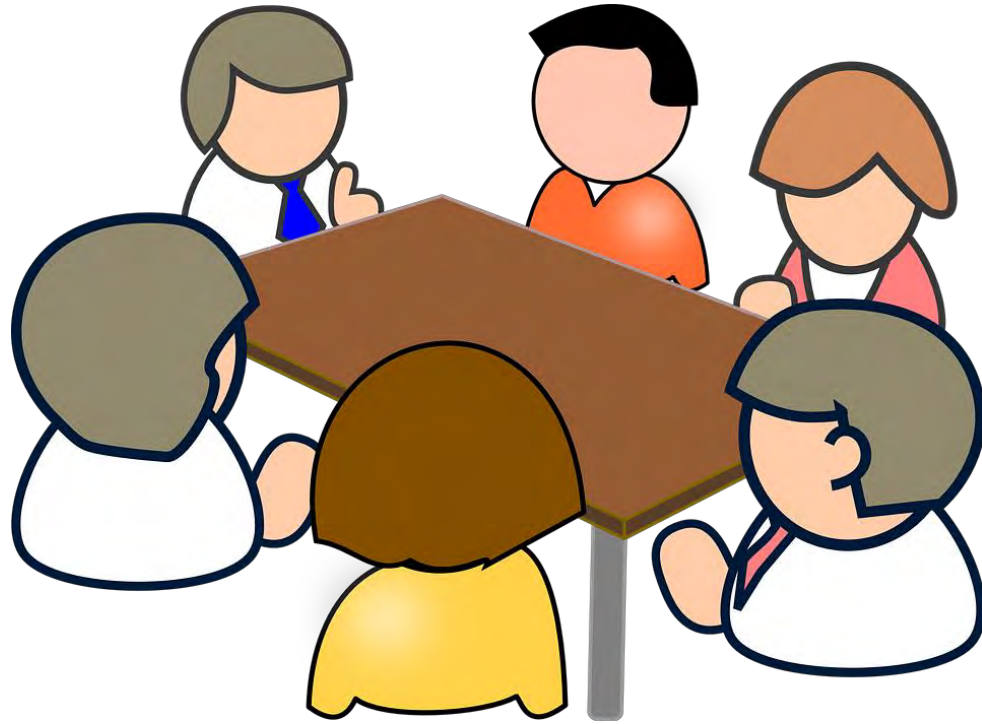
- Emotional support
- Collaboration
- Self control mechanisms
- Empathy
- Nurturing learning environment
- Inclusion

Teachers need :

- Collaboration
- Team work
- Emotional support
- Understanding leader and colleagues
- Self control mechanisms
- Empathy

3. Accountability

Are you responsible in your learning tasks and home chores?



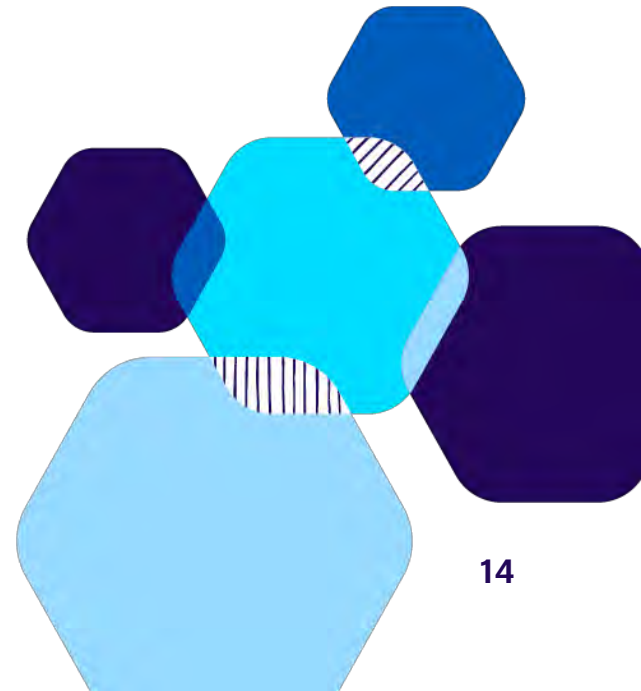
Benefits of being accountable

Encourages performance

Establishes trust and collaboration

Allows individuals to recognise and learn from mistakes.

Understanding the consequences of actions increases learning behaviour, vigilance, personality development, adaptability and overall performance.



How do I go about being accountable?

❑ Set specific goals that must be:

i) Measurable ii) Achievable iii) Relevant iv) Timebound

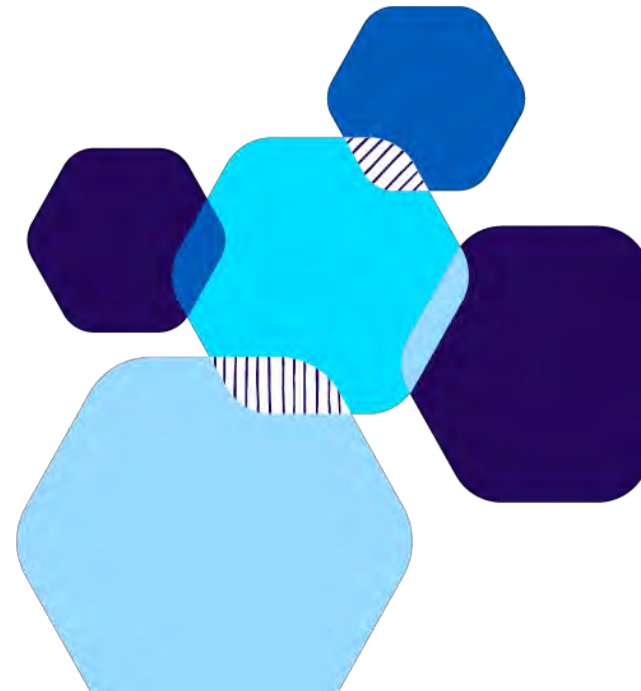
❑ Goals must track progress and diligence to do more.

❑ There must be self reflection:

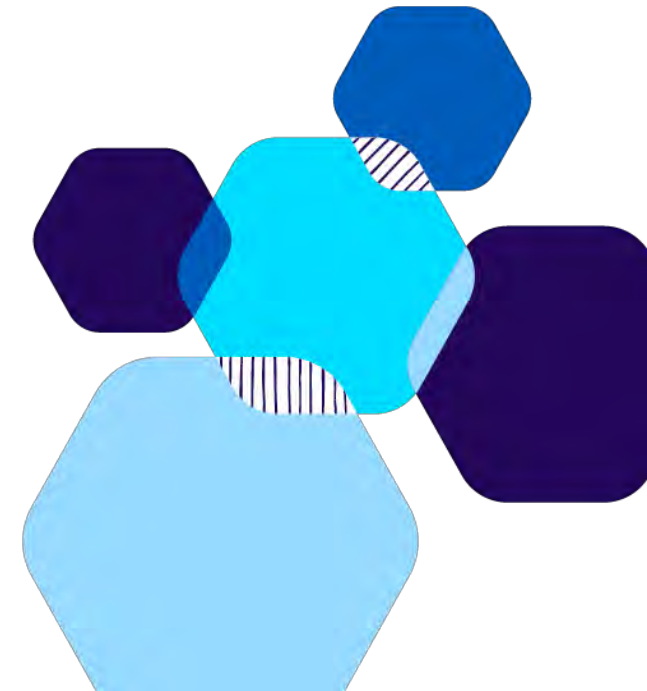
- What did I do well?

- What did I not do well?

- What do I need to do again?



Accountability in Teams & Organisations:



Accountability in Learning & Leadership

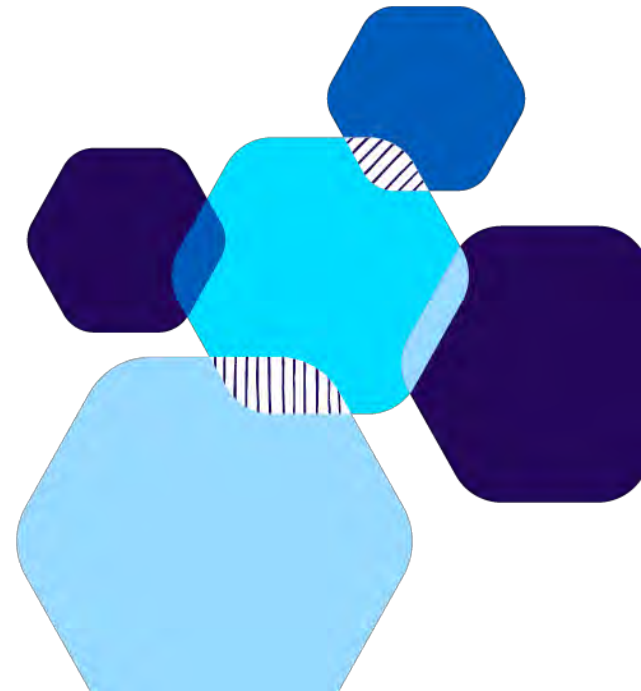
- Set meaningful goals
- Create effective time management for learning tasks
- Stick to an organised schedule as much as possible.
- Seek guidance from study partners or teachers, fellow teachers to be accountable.
- Join study groups physically or online.
- Ensure all stakeholders understand their roles, expectations & responsibilities.
- Promote open transparent communication.
- Define the organisation's vision and set clear specific goals.
- Lead by example, take ownership of mistakes, demonstrate willingness to learn and give rewards.

Embracing Learning & Leadership Accountability:

By promoting personal accountability through goal setting, time management and support systems.

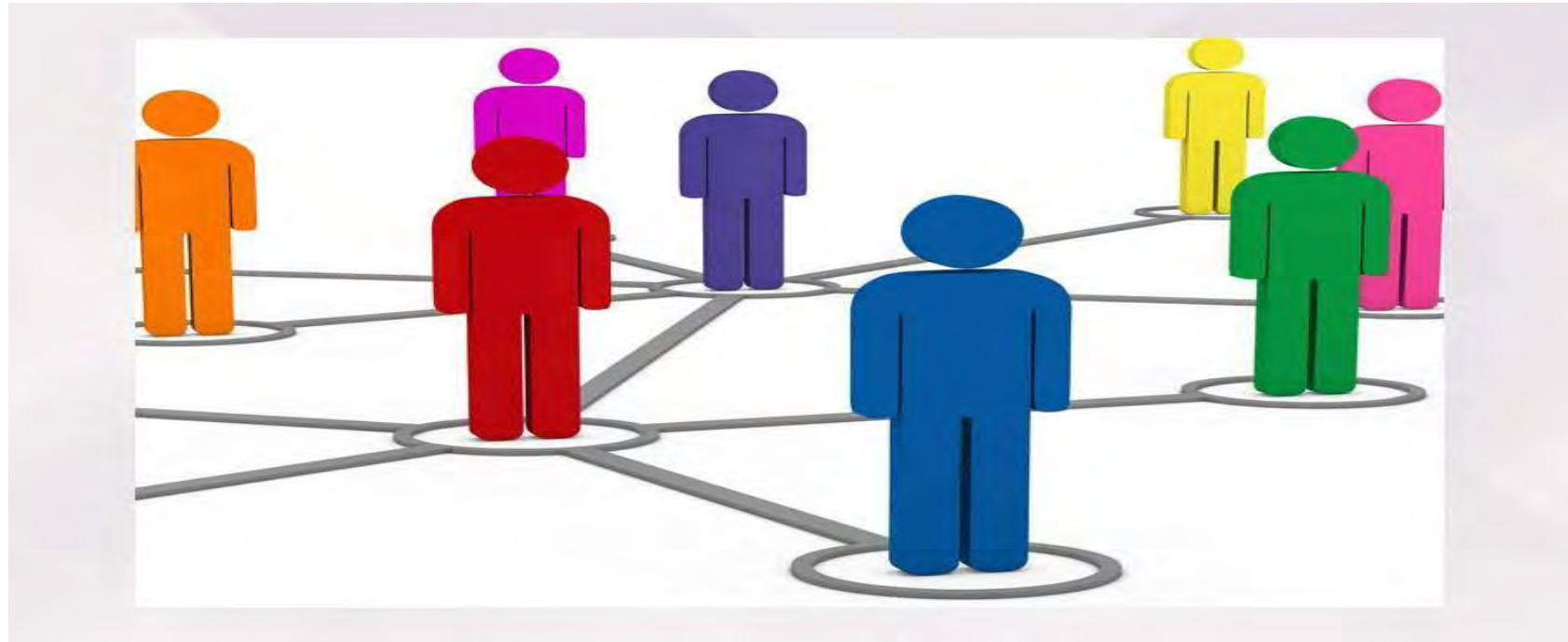
By establishing a culture of learning & leadership accountability through clear communication, goal alignment and leading by example.

NOTE: Learning & Leadership Accountability go hand in hand to foster growth, development and achieve higher levels of success.



4. Delegation

A Leadership Skill for Successful Teaching and Learning

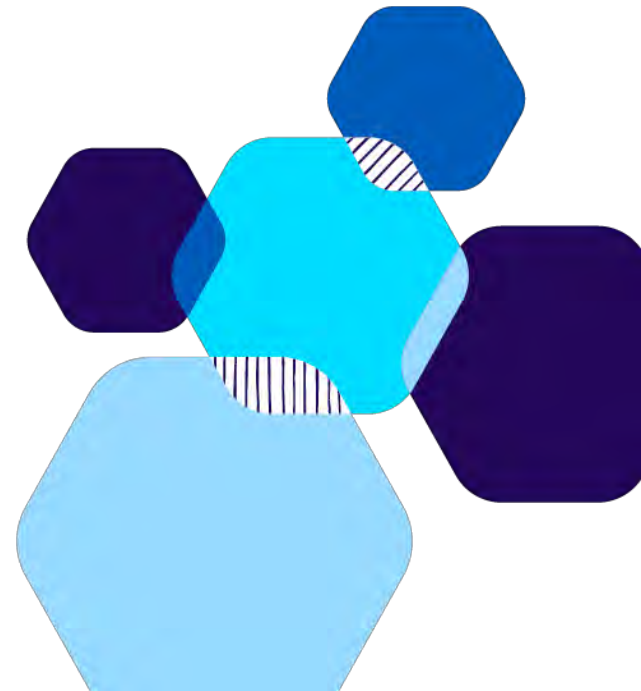


What Can Lead to Successful Delegation in the English Class?

Entrusting
Tasks to
learners

Accountability

Learners'
Choices

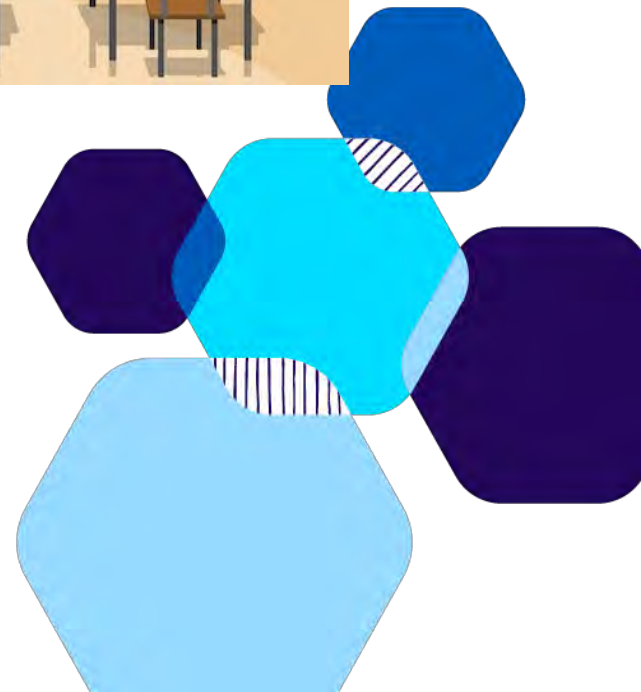
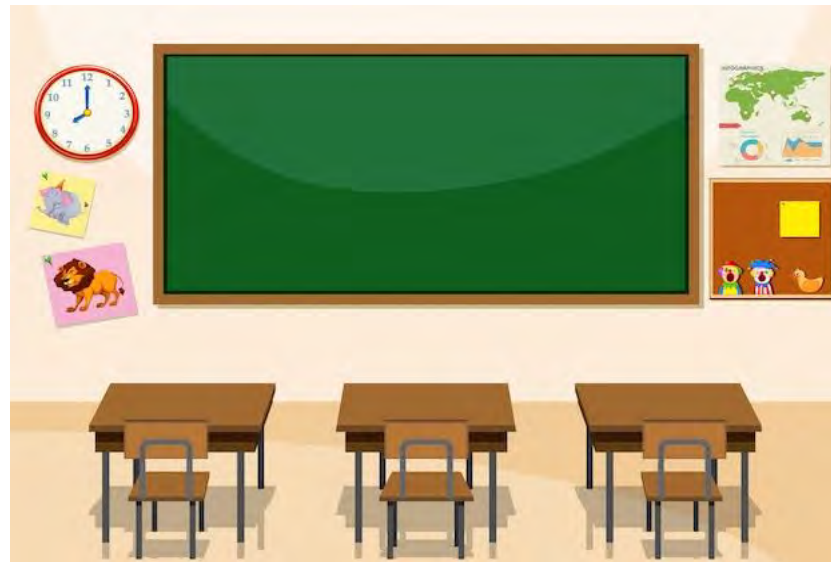


Implementing Delegation with some Classroom Tasks

Targets

Tasks

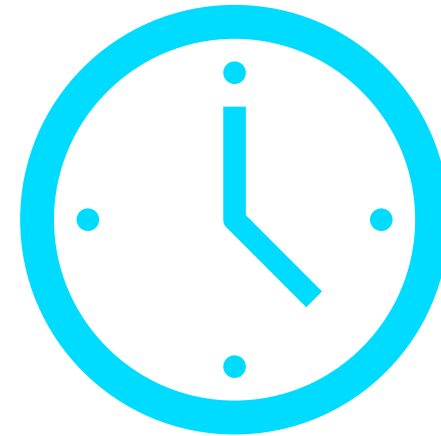
Responsibility



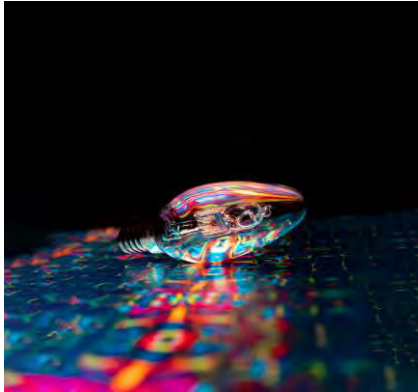
5. Time Management

Working to Enhance Productivity for ELT Contexts

Key strategies to optimise productivity in
and out of the classroom



Pre-Classroom Activities: Effective Lesson Planning and Preparation



Creative Materials
Incorporate engaging resources and materials to boost student interest and facilitate effective learning.



Timing Considerations
Create realistic time allocations for different lesson components, allowing for flexibility and adjustments.



Anticipating Challenges
Identify potential difficulties in advance and plan appropriate strategies to address them during lessons.



Managing Classroom Time Efficiently

1

Structured Lesson Flow

Organise lessons with clear transitions, timings, and activities to optimise classroom time usage.



2

Effective Instructions

Communicate tasks clearly and provide concise directions, reducing time spent on unnecessary explanations.



3

Active Student Engagement

Incorporate interactive and collaborative activities to keep students engaged and minimise disruptions.



Maximising Productivity Outside of the Classroom



Optimise Your Workspace

Create an organised and inspiring workspace that promotes focus and productivity.



Efficient Planning

Implement effective planning techniques, such as using digital calendars and task management apps.



Active Breaks

Incorporate physical activities and short breaks to refresh your mind and maintain high energy levels.



Tips and Strategies for Effective Time Management

Prioritise Self-Care

Make time for self-care activities such as exercise, hobbies, and relaxation to recharge and prevent burnout.

Learn to Say No

Avoid overcommitting by learning to say no to non-essential tasks or responsibilities that hinder productivity.

Continuous Professional Development

Invest in professional development to enhance teaching skills and stay updated with the latest educational trends.

Reflection and Evaluation

Regularly reflect on your teaching practices and identify areas for improvement to refine your time management strategies.

Balancing Teaching and Administrative Tasks

- Prioritise teaching responsibilities over administrative tasks whenever possible.
- Delegate non-teaching duties to colleagues or support staff, ensuring a fair distribution of workload.
- Use digital tools and technology to streamline administrative processes and reduce paperwork.
- Schedule specific times for administrative tasks to prevent them from encroaching on valuable teaching time.



6. Effective Communication

The poser!

- Have you ever wondered what would happen if there were no way we could pass across our good thoughts and even grievances?
- Can you think of other way(s) classroom interaction would have been possible without communication?

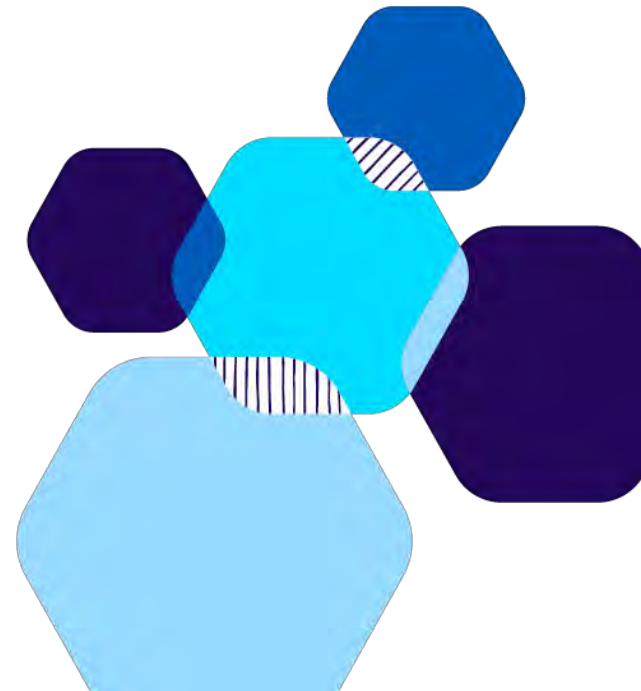


Importance of Effective Communication in TAs

Effective communication helps:

- build trust,
- solve problems,
- run meetings,
- resolve conflicts,
- motivate students/teachers,
- manage time etc. –

All of which help develop leadership whether in the classroom or our Teacher Associations.



Effective communication at work in English Language Lessons

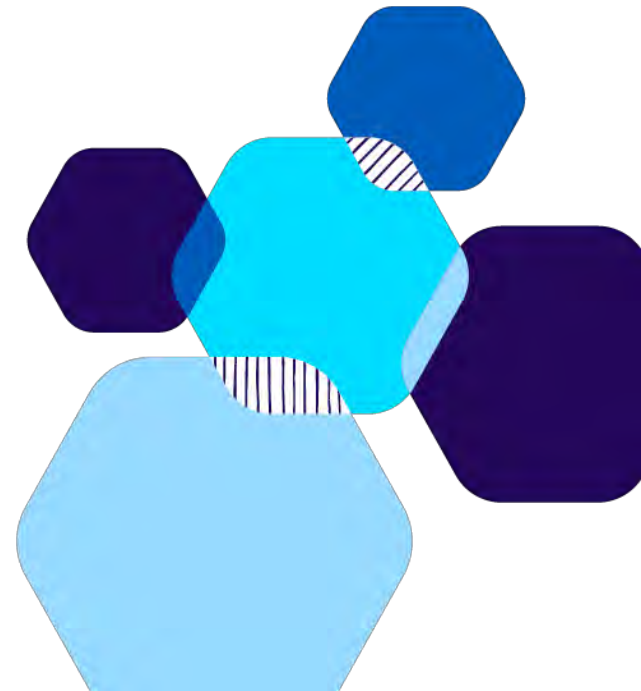
The lesson routine:

1. The learners are asked questions about previous learning;
2. They are allowed to express their previous knowledge on the topic to be taught;
3. They are then taught with clear explanations for a good understanding of the concept;
4. Thereafter questions are asked to ascertain the extent of learning; and
5. Feedback obtained.

All these made possible through effective communication.

Clear instructions and feedback

- Set a goal for the class or association.
- Choose the most appropriate mode of instruction or communication at every instance.
- Ensure the use of simple and clear language devoid of ambiguity and superfluity.
- Make the instructions specific and realistic.
- Check instructions are understood.
- Follow up and provide feedback.



The Place of Gossip and Grapevine in Classrooms and TAs

- inevitable in all communities

These may help:

- Acknowledge the grapevine
- Use it to your advantage
- Don't try to control it
- Encourage open communication
- Be careful what you say
- Keep confidence
- Avoid gossip
- Show respect
- Be a good role model
- Promote a positive environment

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Social Media and Effective Communication in TAs

Example of ELTAN:

- Post updates frequently to keep the members informed.
- Regular interactive Q&A sessions to address association's concerns
- Uses visual content to pass information in an appealing way.
- Create forums for regular discussions through WhatsApp platforms at state and national levels.
- Posts the association's events, webinars sessions or conferences
- Uses polls, comment sections and surveys to gather feedback from members.
- Celebrate outstanding members/teams to promote a sense of recognition and belonging.
- Tag relevant members, partners or influencers to posts to further expand the associations network/visibility .

7. Conflict resolution

First: WHAT are CONFLICTS?

Conflict = disagreement or clash between two or more parties who perceive they have incompatible goals, needs, or interests

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Conflicts arise when two or more groups believe their interests are incompatible (UN)



Conflict resolution

= the deliberate process of identifying the root causes of a conflict and implementing strategies to lessen the negative impacts.

How can we work on this in our English classes and in our TAs?

- The aim is to reach a peaceful and mutually acceptable solution that addresses the underlying needs of those involved. It may involve negotiation, mediation, diplomacy, and reconciliation.

Examples of conflict resolution:

a) In class

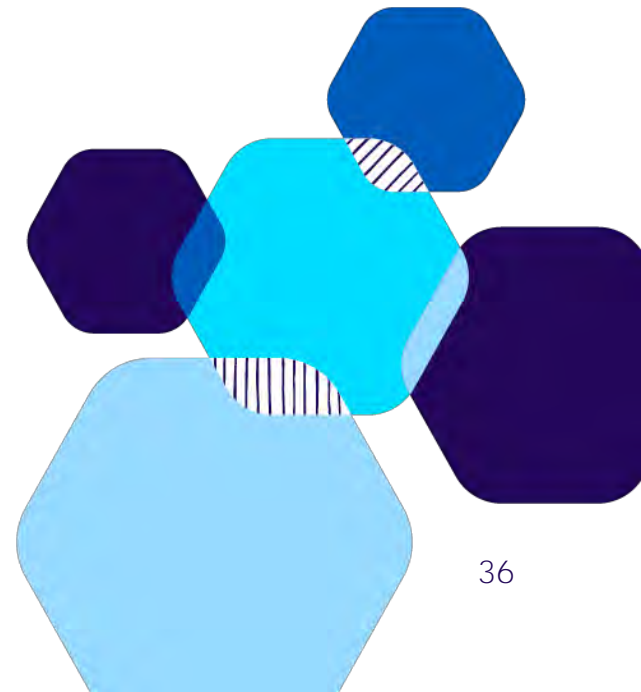


Canva:Magic Media:A teacher settling a dispute between two days students

b) In Teacher Associations



Idegram.ai:Mediating between conflicting parties in a TA.



Teaching Conflict Resolution as one of the world's most needed skills

Teaching learners conflict resolution skills is a proactive and valuable approach to preventing minor conflicts from escalating.

- Interactive Workshops
- Role-Playing Exercises
- Peer Mediation Programs
- Conflict Resolution Curriculum
- Guest Speakers and Experts
- Conflict Resolution Club
- Celebrating Successful Resolutions

Teaching Conflict Resolution as one of the world's most needed skills



Canva:Magic Media :A Conflict Resolution Club in session



Canva:Magic Media :A teacher ,overseeing students 'roleplaying Conflict Resolution in a classroom

Thank you to all the presenters:

- 1/ Motivation: Blessing Epum & Markos Medhin Merkuria
- 2/ Emotional intelligence: Tidiane Ndour & Fozia Temam
- 3/ Accountability: Blessing Ahuaza & Nondlela Annah Mthimkhulu
- 4/ Delegation: Amy Cisse
- 5/ Time Management: Abel Ochika & Kalkidan Tilahun
- 6/ Effective Communication: Kehinde Amore & Nnenna Onyenahazi
- 7/ Conflict Resolution: Salome Ikokoyu & Racine Dia

Download the publication:

<https://africa.teachingenglish.org.uk/education/publications/developing-leadership-skills-for-teachers-associations>

Thank you

