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SHORT COURSE: WOMEN IN LEADERSHIP
MODE OF DELIVERY: Online

DESCRIPTION

Course purpose

The biggest challenge facing leaders today is a changing world that wants a new type of leadership: from control to empowerment, from competition to collaboration, from uniformity to diversity, and from a self-centred focus to a higher ethical purpose. Women who are ready to take on the challenge of leadership are ideally suited to take centre-stage in this new type of leadership since they tend to favour these approaches naturally in their leadership style. This course introduces you to the concept of leadership, with specific reference to women leaders and the relationship among leaders and followers who intend real changes and outcomes. The challenges faced by women in leadership are addressed specifically from definition to emotional wellbeing. This course is suitable for women in management and leadership positions or women aspiring to these positions. This course is also suitable for candidates in a management development path as it will address the required middle to senior management skills.

Course outcomes

Once you have successfully completed this course, you will be able to:

1. Conceptualise leadership as it relates to women in the workplace
2. Identify challenges facing you as a woman leader at work and develop coping mechanisms to suit your leadership style
3. Develop your leadership skills to build relationships and motivate others
4. Develop your leadership communication skills and lead teams with creativity
5. Use your leadership skills to effectively manage power and conflict at work to shape culture and practice
6. Develop a personal leadership development plan to ensure your own wellbeing.

Course outline

The following key topics are covered in the course:

- Women at Work
- Leadership competencies for women
- Personal resilience and self-awareness
- Wellbeing and personal leadership.

ABOUT MILPARK EDUCATION

Milpark Education offers a range of higher education qualifications, accredited by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE). Milpark Education offers distance learning and contact learning, as well as supporting workshops. The qualifications include a variety of certificate, diploma, undergraduate degrees and the MBA.

ADMISSION REQUIREMENTS

Knowledge and skills commensurate with a B degree or at least three years' business experience is recommended. Proficiency in English is required.

MODE OF DELIVERY

The course will be delivered using the *myMilpark* online platform. You will study in your own time, but will have certain minimum requirements that you need to meet for every week of the course, such as participating in online discussions, submitting individual and group assignments, and working through the course content for a particular week. A course instructor will be assigned to the course in order to provide academic support. The course instructor will also initiate the weekly online discussions which will be used as part of the assessment for this course. A course coordinator will also be available to assist with administrative queries and may be contacted through telephone or email.

EXPECTATIONS

In order to successfully complete this course, you should:

- be able to spend at least 7–10 hours per week in the online course environment for the course duration of four weeks.
- be willing to go the extra mile with suggested activities to heighten your learning experience.

Special arrangements can be made for you to work in advance should you need to be absent during one of the weeks of tuition. As with any academic course, you might be excluded from the course if you do not continuously show engagement and interaction.

ACCESS TO TECHNOLOGY

Milpark provides students with materials, resources, formative assessments (including online tests and quizzes), discussion opportunities and a number of administrative services as part of the *myMilpark* and *myCourses* online tuition

and support environments. Course materials direct students to additional external resources in the form of links to downloadable documents, websites and videos.

Having access to the above online facilities is essential for efficient communication, learning and success. You will need continuous (daily) access to study, using the resources mentioned above, and to submit and receive your assignments.

Minimum system requirements:

1. Reliable internet connection with continuous access
2. Firefox/Internet Explorer/Chrome web browser
3. Microsoft Word
4. The means to open and read PDF documents
5. The means to scan and upload documents
6. Email/cellphone for notification and communication.

STUDENT SUPPORT

Library Access

The Milpark Library now provides access to e-books in a virtual library called Cyberlibris (Scholartext). Lecturers may create smart bookshelves per course or module for students to access (these shelves can contain prescribed and recommended books). Students can also create their own personal smart bookshelves containing resources for their studies. Having access to a digital library means that thousands of students can access books and resources from anywhere at the same time online. There is no need to make reservations and requests, and no limit to the time a student has to access a book. With the implementation of Cyberlibris, students also have access to full-text resources via Emerald (global), Ebsco (global) and Sabinet (South African publications) to assist with research and to enrich their learning experience. Access to the Library is included in the module fee.

ASSESSMENT

An integrated approach to assessment is applied. The practical nature of the course is emphasised in all assessments.

The following are examples of assessments/activities you could be exposed to during your course:

- Online quiz or online test
- Individual and/or group assignments with open-ended questions
- Online discussion forums with other students and your course lecturer
- Watching videos and summarising the main points
- Reading and engaging with study material, articles or information on websites
- Researching a specific topic and summarising your findings.

The exact structure of your assessments will be communicated to you in a detailed assessment plan when the course commences. A minimum final mark of 50% will be required in order to complete the course successfully.

DURATION

This course will run over a period of four weeks, running from Tuesday to Tuesday every week.

CERTIFICATION

A short course certificate of completion will be issued provided that you meet the minimum requirements for certification for this specific course.

FURTHER STUDIES

Students who have successfully completed this short course certificate may articulate onto other short courses. Students may at any time apply for admission to any of Milpark's further or higher education qualifications, where they may be admitted, subject to the admission requirements of each qualification.

PRICING

The course fees include access to the online environment (including library services) for the full duration of the course, all study material, access to the lecturer online and one cycle of assessments.

DISCLAIMER

The content of this brochure is accurate at the time of going to print. Milpark Education reserves the right to change the course content due to changes in legislation, market requirements and other reasons. Notice of such changes will be published on our website.

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