SELF - DIRECTED LEARNING

TRAINING AND DEVELOPMENT CATEGORIES

TECHNOLOGY

COMPETENCIES

LEADERSHIP

CAREER

TEAMS

OTHER

NOTE: All LIVE links are in RED on pages 2 -7
TECHNOLOGY

COURSERA

Micro-learning on YouTube

UDEMY.COM

Partnership With Computrain

<table>
<thead>
<tr>
<th>Individual</th>
<th>Team/Group</th>
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<tbody>
<tr>
<td>- Attend course locally / off-site (click HERE for Microsoft Office training options)</td>
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<tr>
<td>- Rice employees receive a $25.00 discount per course</td>
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<tr>
<td>- Complete live, online course*</td>
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<tr>
<td>- Complete self-paced, online course* (ranging from no cost up to approximately $300 per person depending on course / skill level)</td>
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<tr>
<td>- Small group attend public class locally / off-site</td>
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<tr>
<td>- Small to medium (10-12) size group attend private class / off-site</td>
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<tr>
<td>- Team / group arrange for private class on-campus that is customized for skill level and content</td>
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COMPETENCY DEVELOPMENT

Competency-Focused Development

Links

- Mind Tools
- Skills You Need
- Getting Things Done
- LearnFree
- Regain Your Time
- Toastmasters
- Create Balance
- Skillshare

Competency - Specific Resources

- Coaching & Cultivating Your Team
- Collaboration
- Conducting the Coaching Conversation
- Developing Staff
- Emotional Intelligence
- Leadership
- Listening
- Managing Change
- Public Speaking
- Self - Development
- Setting & Communicating Expectations
- Strategic Thinking
- Time Management
- Written Communication

We have curated competency-specific resources on our website.

Visit HERE

EXAMPLES of Courses

EdX.org

Coursera.org

Udemy.com

Fundamentals of Project Planning and Management
University of Virginia

Conflict Management with Emotional...
LEADERSHIP DEVELOPMENT

Review & Discuss

Leadership Competencies

Overview

Supervisors at Rice are expected to embody the eight competencies listed below. Please click below for more information on each competency. To learn more about the RICE MILE and the goals of Leadership Development, please also visit the Supervisor Development page.

<table>
<thead>
<tr>
<th>Communication</th>
<th>Accountability</th>
<th>Leadership</th>
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<tbody>
<tr>
<td>Strategic Focus</td>
<td>Decision Making</td>
<td>Collaboration</td>
</tr>
<tr>
<td>Developing Others</td>
<td>Managing Change</td>
<td>Functional Expertise</td>
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Benefits of a Competency Model

A competency model helps employees better understand how to target their performance and efforts. Additionally, it creates a common vocabulary to discuss successful performance and helps leaders lead more effectively by supporting employees to reach their maximum potential.

YOUTUBE

SEARCH

- Simon Sinek
- HBR
- Tedx or Ted Talks

Websites

- Center for Creative Leadership
- EdX.org
- Coursera.org
- Udemy.com
Leaders should consider maintaining team development and team-building efforts by using with one of the following:

Visit TableGroup

Course on Coursera

Videos:

Trusting Teams

High Performance Teams
The great thing about Coaching is that it does NOT have to be in-person.

Complete the form at:

- Request for Coaching

FREE Assessments

- Balancecareers
- Yourfreecareertest
- Enneagram
- CareerPlanner
- Workvalues
- LiveCareer

Exercise:
- Personal Brand
- Turn the Job You Have Into the Job You Want
- Find Meaning in Your Work
- Prioritize the Skills to Learn
- Like & Do Well

ebook:
- Career Contentment
- Find Your Fit
Consider hosting a book study for one of the Heath brothers’ books… guides here

RICE MILE Toolkit

The Rice Mile

Responsibility • Integrity • Community • Excellence
Mission Driven • Impact • Leadership • Entrepreneurial

Get to Know Rice Better

Brush up on Crucial Conversations

Watch Getting Things Done

Refine or Learn a New Skill at mindtools.com

Learn social media

Explore LearnFree.org

View Options at skillsyouneed.com