

Extension Leadership System
County Orientation Session – Lesson Outline
Sample

# Min.	<u>Topic</u>	<u>Content</u>	Method	Handout	Participant Involvement	Resources	<u>Who</u>
1. 10	Welcome and Overview (Module 1)	Welcome Why are we here? What do we hope to accomplish? Why were you asked to serve?	Lecture				CEC/ CEA
2. 15	Who's Who?	Introductions Committee Contact Information	Group Discuss.	Member Contact Information	Introductions	Member Contact Info. Team Building Activities Participant BINGO	
3. 25	What Will We Do? (Module 1)	Job Description Roles/Responsibilities Overview of program development process and possible tasks.	Lecture/ checklist	Roles/Resp. PD. Cycle Checklist	Proficiency Checklist or Program Development Questionnaire	Job Description Roles/Resp. Program Dev. Cycle Progr. Dev. Quest. Proficiency Checklist	
4. 25	What are the requirements/ expectations? (Module 1)	Long Term Goals Operating Guidelines Terms/Rotation	Lecture/ Quiz	County Goals Op/ Guide. Rotat. Chart	Op. Guide Quiz	Operating Guidelines Quiz Rotation Chart	
5. 30	What will we do in our meetings? (Module 2)	Overview of REPE Calendar with mtg. dates Sample: Extension Overview	Lecture/ Jeopardy Game	Calendar	Introduction to Jeopardy (one round) or This is CES	Jeopardy Game or This is CES - Sample	
6. 15	How do I prepare for the next mtg. (Module 2)	Assignments Announce next mtg. date, location and focus	Group Activity	Sign up list of tasks & assignments	Review and select	Sample Assignment - My Network	