

Beginning my Leadership Portfolio

Key questions to ask yourself as you begin:

- How have my work and my actions led to others' success?
- How can I document my actions and their results?

1. Identify a project where you played a leading role*:

- What was the project?
- Why was it important? (What manner of change or quality of institutional or community life was it intended to effect?)
- Why and how did you get involved?
- What was your role? (How did you move the project forward and get others involved?)
- What happened?

2. Identify possible sources of evidence

- Of your **leaderly role**:
 - What shows that you had a **key** role in the project?
 - Are there any people who could comment on how you developed or moved the project forward?
- Of **impact** as a result of the project:
 - What was the impact of the project?
(Changes in policy, processes and procedures, relationships, actions of others, etc.)
 - What evidence (documents or comments from participants) can you gather to show impact?

** Leadership = motivation of colleagues, students, community partners, or others to achieve goals that add value to VIU and our community*

