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### **PTRM 380.01: Recreation Administration & Leadership**

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# **PTRM 380 – Recreation Administration and Leadership**

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**Office hours:** By appointment

## **Land Acknowledgement:**

The University of Montana acknowledges that we are in the aboriginal territories of the Salish and Kalispel people. Today, we honor the path they have always shown us in caring for this place for the generations to come.

**Course description:** This course will explore the many roles that leadership plays in the administration of recreation, parks and leisure services. We will learn about the leadership process and styles, group dynamics, organizational behavior, motivation and risk management. Students will also be introduced to leadership concepts and theories. We will have a chance to practice what we have learned through group and individual exercises.

**Purpose:** The purpose of this course is to provide students with the necessary concepts, theories and applications of leadership in a recreation context so that they will be prepared to take on leadership roles.

## **Learning objectives:**

- Understand the process of leadership
- Obtain knowledge of leadership theories, concepts and models
- To explore and understand one's own leadership style.
- Identify and define the types of leadership found in recreation, parks and leisure services organizations
- To understand the importance of group dynamics and identify various techniques that can be used by leaders working with groups
- To understand the motivation process
- Understand the role of communication in interpersonal and organizational contexts
- To gain an awareness of and learn how to manage risks
- Gain knowledge of leadership in an outdoor setting

**Learning materials:** Reading materials for this course will consist of the textbooks (see below) and supplementary readings. All reading materials will be available on Moodle. All lecture notes and handouts will also be available on Moodle.

## **Required Texts:**

Edington, et al. 2005. *Leadership for Recreation, Parks, and Leisure Services 3<sup>rd</sup> ed.*

Champaign, IL: Sagamore Publishing.  
Peterson, J et al. 2005. *Risk Management for Park, Recreation and Leisure Services*  
5<sup>th</sup> ed. Champaign, IL: Sagamore Publishing.

**Assignments and assessment:** The assignments and assessments for this course will be used to measure your understanding of the topics covered and your ability to communicate that understanding verbally and through writing. The assignments will also provide additional opportunities for learning about and synthesizing the topics covered in this course. All assignments are due at the beginning of class and late assignments will not be accepted unless the student has a written and verifiable excuse.

**Explanation of assignments and assessments:**

Assignments: Students will complete assignments during the course of the semester. These assignments will be worth 50-200 points each, totaling 500 points. Some assignments may take multiple weeks and therefore be worth more than 50 points. Students may work in groups or individually depending on the assignment but all write-ups must be turned in individually.

Assessments: There will be two exams given during the semester, each worth 100 points and a comprehensive final exam worth 150 points. The exams will consist of matching, multiple choice, true/false and short-answer questions. Any information from the text, supplemental readings, lectures, guest lecturers or the assignments will be potential content for exam questions.

Pop quizzes on the readings from the text will also be given during the semester. There will be 10 quizzes given, each worth 15 points for a total of 150 points. These quizzes will be used to assess students' comprehension of assigned readings and for attendance purposes.

**Class participation and attendance:** The success of this course depends on lively in-class discussion. Therefore, students are expected to come to class everyday well-prepared and ready to discuss the assigned readings and topics from the lectures. Students who do not prepare and those who miss class will find it difficult to succeed in this course. Those of you who do prepare and attend class regularly will learn a great deal and have fun in the process.

**Academic Honesty:** All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code.

**Cultural Leave Policy:** Cultural or ceremonial leave allows excused absences for cultural, religious, and ceremonial purposes to meet the student's customs and traditions or to participate in related activities. Students remain responsible for

completion or make-up of assignments as defined in the syllabus, at the discretion of the instructor.

**Disability Equity:** The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and the Office for Disability Equity (ODE). If you anticipate or experience barriers based on disability, please contact the ODE at: (406) 243-2243, ode@umontana.edu, or visit [www.umt.edu/disability](http://www.umt.edu/disability) for more information. Retroactive accommodation requests will not be honored, so please, do not delay. As your instructor, I will work with you and the ODE to implement an effective accommodation, and you are welcome to contact me privately if you wish.

**Course Schedule:** This is only a guide and is subject to change.

week of:	topic/chapter	assignment/assessment
17-Jan	leadership and the leadership process/prologue and ch-1	
24-Jan	leadership concepts and theories/ch-2	assignment -01
31-Jan	leadership concepts and theories/ch-2	assignment -02
07-Feb	leadership roles/ch-3	assignment -03
14-Feb	leadership and group dynamics/ch-5	Exam-01 (Thurs, Feb-16)
21-Feb	leadership and group dynamics/ch-5	assignment -04
28-Feb	leadership and motivation/ch-6	assignment -05
07-Mar	leadership and communication/ch-7	assignment -06
14-Mar	Catch up and search committee	assignment -07
21-Mar	spring break	no class
28-Mar	leadership and motivation, communication/ch-6 and 7	
04-Apr	outdoor leadership/ch-9	Exam-02 (Thurs, April-6)
11-Apr	risk management/ch-8 and risk management booklet	assignment -08
18-Apr	risk management/ch-8 and risk management booklet	assignment -09
25-Apr	risk management/ch-8 and risk management booklet	assignment -10

02-May	Leadership in social settings and event management/ch-10 and 11	
09-May	TBD	Final Exam

**A note on grades and the Moodle gradebook:**

I will post grades on the Moodle Gradebook for your information and so that you can keep up with your grades on individual assignments. The Moodle gradebook serves only to show you individual grades on specific assignments. **The Moodle Gradebook does not accurately calculate your final grade.** For your final grades, I keep a separate spreadsheet.

**Grading:**

There will be a total of 1000 points offered in this course. Extra credit will not be given. The breakdown is as follows:

Assignments (10 @ 50 points each)	500 points
Quizzes (10 @ 15 points each)	150 points
Exam-01	100 points
Exam-02	100 points
Final exam (comprehensive)	150 points
<b>total</b>	<b>1000 points</b>

900-1000	points	A
800-899	points	B
700-799	points	C
600-699	points	D
below 600	points	F