OKLAHOMA DEPARTMENT OF CORRECTIONS
Professional Development
Coversheet/Lesson Plan

COURSE INFORMATION					
Catalog Code	131-ODOC	CLEET Code	Type Here	Credit Hours	19.75 hrs.
Course Title	131-ODOC Ready for the Next Level – SEASONED Leader Track (RNL)				
Course Type	eLearning				
Authored/Designed by	(Candace Phillips, Ginger Decoteau, Charles Roden NIC, LinkedIn, Articulate)				
Signature and Date	Ginger Decoteau 21-Dec-25				
Revised/Reviewed by	Candace Phillips, Administrative Manager				
Signature and Date	21-Dec-25				
Instructor Requirements	(NA – Program of an Assortment of e-learning				
Time Frames	Leadership		Other: Elective: Advancement, Leadership		
Applicable Programs	Elective, Supervisory				
Pre-requisites	RNL requires BASIC Leader Track before NEW and SEASONED Leader Tracks				
Target Audience	All Staff		Instructor Ratio		NA
Approved by	Ginger Decoteau, Administrator of Professional Development				
Signature and Date	Ginger Decoteau 12.21.25				

PERFORMANCE OBJECTIVES

(List one objective per bullet, use as many bullets as necessary)

At the conclusion of this course participants will be able to:

This program includes a variety of eLearning that will provide employees with additional leadership tools to add to their leadership toolbox. To view objectives, conditions, and standards of this program, please review each of the following course's individual lesson plan:

PROGRAM: RNL – SEASONED Leader Track

1. Deputy Warden: A Framework for Success
2. Ethical Leadership and Development
3. Leading Through Change
4. Creative Problem Solving
5. Create an Enviable Team Culture- Team Building
6. Foundations of Critical Thinking and Problem Solving
7. Trust: The Language of Leadership
8. Executive Communication for Correctional Leaders
9. How Great Leaders Solve Problems
10. Leadership in Times of Critical Incidents
11. Accountable Leadership: Building Ownership and Trust
12. Assessing Your Own Leadership Performance
13. A Guide to Mentoring Others
14. Strategic Thinking: Tips to Solve Problems and Innovate (LIL)
15. Advanced Problem Solving

(Measurement of learning, i.e. Completion requires an 80% or higher score on the end-of-course eLearning assessment.)

COMPETENCIES					
Adaptability	☐	Financial & Budget Concepts	☐	Policies & Procedures	☐
Building Consensus	☐	Human Resources Concepts	☒	Prioritization	☐
Business Technology	☐	Influencing Others	☒	Problem Solving	☒
Coaching/Developing Others	☒	Interpersonal Relationships	☒	Process Improvement	☒
Communication	☒	Leading Change	☒	Project Management	☐
Conflict Resolution	☒	Legal Concepts	☒	Resilience	☒
Continuous Learning	☐	Making Data-Driven Decisions	☐	Self-Awareness	☒
Creativity and Innovation	☒	Managing a Team	☒	Self-Motivation	☒
Customer Service	☐	Negotiation	☐	Social Awareness	☐
Ethical Concepts	☒	Networking	☐	Strategy and Vision	☒
External/Global Awareness	☐	Organizational Awareness	☒		☐
Other:	☐				

METHOD OF EVALUATION	Yes	No
Written Exam	☐	☐
Oral Exam	☐	☐

DELIVERY METHODS/ TECHNIQUES	Yes	No
Video/eLearning	☒	☐
Physical Demonstration	☐	☐

INSTRUCTOR MATERIALS	Yes	No
Class Roster	☐	☐
Sign-In Sheets	☐	☐

Recorded Interview	☐	☐	Classroom Lecture	☐	☐	Lesson Plan	☒	☐
Physical Demonstration	☐	☐	Informal Lecture	☐	☐	Agenda	☐	☐
eLearning Assessment	☒	☐	Power Point/Manual	☐	☐	Evaluation Forms	☒	☐
			Oral Demonstration	☐	☐	Testing Material	☒	☐

PHYSICAL SPACE REQUIREMENTS

Room Setup	☐	Classroom	☐	Workstations
	☐	Auditorium	☐	Semi-Circle
	☐	Circle	☐	Tactics/Gym
	☐	Other: Click or tap here to enter text.		

EQUIPMENT AND SUPPLIES

Audio/Visual	☐	Power Point Remote	☐	DVD Player/TV
	☐	DVD Video	☐	Video Camera
	☐	Overhead Projector	☒	Laptop
	☐	Other:	☐	Other:
Facilitation	☐	Flip Chart	☐	Masking Tape
	☐	Flip Chart Stand	☐	Markers, #
	☐	Dry Erase Markers	☐	Post It Notes
	☐	Props:	☐	Handouts
			☐	Other:
Participant	☒	Blank Paper	☒	Pens/Pencils
	☐	Duty Gear	☐	Other: Type Here

REFERENCES/SOURCES

It is expected that copyright permission will be obtained before using information or other material in this Lesson Plan.

- Please review Lesson Plan of each individual course in order for references and sources.

COURSE SUMMARY

Click or tap here to enter text.

The Seasoned Leader Program will provide additional leadership tools to add to the current skills experienced supervisors possess to enhance their role as a leader. This will include those who'd like to promote to roles like Chief of Security, Deputy Warden, Warden, or Administrator. Courses include topics like Critical Thinking, Accountable Leadership, and Ethical Leadership. (RNL - Basic Leader Track Required Pre-requisite)

LESSON PLAN

PRESENTATION PLAN	NOTES
MOTIVATION: (List objectives here, icebreakers, and any pre-course work.)	• (If there are pre-requisites, or any other requirements for the course, please place them here.)
PRESENTATION: Click or tap here to enter text. Click or tap here to enter text. This course includes the following topics: **Topic** • Deputy Warden: A Framework for Success - 2 **Topic** • Ethical Leadership and Development – 1.25 **Topic** • How Great Leaders Solve Problems – 1.25 **Topic** • Leading Through Change - .75 **Topic** • Foundations of Critical Thinking and Problem Solving – 1.5 **Topic** • Trust: The Language of Leadership - 2 **Topic** • Executive Communication for Correctional Leaders – 1.5	**NOTES:** • (All things pertinent to the instructor go here, i.e. Instructor to assign 2-minute speeches after completion of the Legal section.)

Topic
- Creative Problem Solving - 1

Topic
- Leadership in Times of Critical Incidents - 1

Topic
- Advanced Problem Solving – 1.5

Topic
- Accountable Leadership: Building Ownership and Trust – 1.5

Topic
- Assessing Your Own Leadership Performance – 1.5

Topic
- Create an Enviable Team Culture – Team Building – 1.5

Topic
- Strategic Thinking Tips to Solve Problems and Innovate (LIL) - .75

Topic
- A Guide to Mentoring Others - .75

APPLICATION:

(Activities and Exercises go here, i.e. group work, demonstration, skill practicals)

NOTES:

- (All things pertinent to the instructor go here, i.e. Instructor to demonstrate baton movements.)

EVALUATION AND CONCLUSION: All eLearning course assessments must meet or exceed 80% for successful completion of this program. Click or tap here to enter text.	**NOTES:** • (All things pertinent to the instructor go here, i.e. Instructor to demonstrate baton movements.)