

COURSE OUTLINE: **LEADERSHIP AND DECISION MAKING**

1. GENERAL

SCHOOL	SCHOOL OF ENGINEERING		
DEPARTMENT	PREVENTION AND MANAGEMENT OF CRISIS AND DISASTERS: INNOVATIVE TECHNIQUES IN CIVIL PROTECTION		
LEVEL OF STUDIES	ISCED level 7 – Master's or equivalent level		
COURSE CODE	CP04	SEMESTER	1 st SEMESTER
COURSE TITLE	LEADERSHIP AND DECISION MAKING		
TEACHING ACTIVITIES <i>If the ECTS Credits are distributed in distinct parts of the course e.g. lectures, labs etc. If the ECTS Credits are awarded to the whole course, then please indicate the teaching hours per week and the corresponding ECTS Credits.</i>		TEACHING HOURS PER WEEK	ECTS CREDITS
			6
<i>Please, add lines if necessary. Teaching methods and organization of the course are described in section 4.</i>			
COURSE TYPE <i>Background, General Knowledge, Scientific Area, Skill Development</i>	Scientific Area		
PREREQUISITES:	NO		
TEACHING & EXAMINATION LANGUAGE:	Greek, English		
COURSE OFFERED TO ERASMUS STUDENTS:	YES		
COURSE URL:	https://eclass.duth.gr/courses/		

2. LEARNING OUTCOMES

Learning Outcomes <i>Please describe the learning outcomes of the course: Knowledge, skills and abilities acquired after the successful completion of the course.</i>
<p>At the end of the course the student will be able to:</p> <ul style="list-style-type: none"> ❖ Know the basic principles of administration and decision-making during crisis management. ❖ Know the difference between leader and manager during the management of a crisis. ❖ To know how a leader manages people and organizations in a time of crisis. ❖ Be aware of the obstacles and problems that a leader must face (organizational culture, conflicts of interest of important stakeholders, etc.) during crisis management. ❖ Know the key characteristics of an effective leader during times of crisis. ❖ Know the decision-making process when managing a crisis. ❖ To know what strategic decisions a leader is called upon to make to effectively manage and address a crisis. ❖ To know the role that a leader is called upon to play in developing the organizational capacity (capacity building) of an institution/organization that will be called upon to

<p>face a crisis.</p> <ul style="list-style-type: none"> ❖ Know the role a leader is called upon to play in designing and implementing a crisis management plan. ❖ To know the role that a leader is called upon to play during the process of selecting and training the executives who will form the crisis management team. 																			
<p>General Skills</p> <p><i>Name the desirable general skills upon successful completion of the module .</i></p> <table> <tr> <td><i>Search, analysis and synthesis of data and information,</i></td><td><i>Project design and management</i></td></tr> <tr> <td><i>ICT Use</i></td><td><i>Equity and Inclusion</i></td></tr> <tr> <td><i>Adaptation to new situations</i></td><td><i>Respect for the natural environment</i></td></tr> <tr> <td><i>Decision making</i></td><td><i>Sustainability</i></td></tr> <tr> <td><i>Autonomous work</i></td><td><i>Demonstration of social, professional and moral responsibility and sensitivity to gender issues</i></td></tr> <tr> <td><i>Teamwork</i></td><td><i>Critical thinking</i></td></tr> <tr> <td><i>Working in an international environment</i></td><td><i>Promoting free, creative and inductive reasoning</i></td></tr> <tr> <td><i>Working in an interdisciplinary environment</i></td><td></td></tr> <tr> <td><i>Production of new research ideas</i></td><td></td></tr> </table>		<i>Search, analysis and synthesis of data and information,</i>	<i>Project design and management</i>	<i>ICT Use</i>	<i>Equity and Inclusion</i>	<i>Adaptation to new situations</i>	<i>Respect for the natural environment</i>	<i>Decision making</i>	<i>Sustainability</i>	<i>Autonomous work</i>	<i>Demonstration of social, professional and moral responsibility and sensitivity to gender issues</i>	<i>Teamwork</i>	<i>Critical thinking</i>	<i>Working in an international environment</i>	<i>Promoting free, creative and inductive reasoning</i>	<i>Working in an interdisciplinary environment</i>		<i>Production of new research ideas</i>	
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3. COURSE CONTENT

The course focuses on the study of fundamental concepts, theories and practices related to leadership and the decision-making process, especially in conditions of crisis and uncertainty.

Course Objectives:

- ❖ Understanding Basic Concepts
- ❖ Developing Critical Thinking
- ❖ Cultivating Leadership Skills
- ❖ Familiarity with Crisis Management
- ❖ Strengthening Ethics and Responsibility

The course curriculum will consist of the following thematic units:

1. Theoretical conceptualization of leadership.
2. Models – Leadership styles.
3. Characteristics of the leader.
4. Communication skills of a leader.
5. Leadership and Management.
6. The psychology of the leader during the decision-making process in a period of crisis.

7. Theories – Decision-making models.
8. Cognitive and emotional dimension in the decision-making process.
9. Decision-making process during a crisis.
10. The role of information in the decision-making process.
11. Strategic decision-making during the process of managing and dealing with a crisis.
12. Strategic decision-making to deal with problems and conflicts during the process of managing and dealing with a crisis.
13. Strategic decision-making to create a holistic and resilient crisis management and response mechanism.

4. LEARNING & TEACHING METHODS - EVALUATION

TEACHING METHOD <i>Face to face, Distance learning, etc.</i>	Submission of Work, Distance learning	
USE OF INFORMATION & COMMUNICATIONS TECHNOLOGY (ICT) <i>Use of ICT in Teaching, in Laboratory Education, in Communication with students</i>	Use of ICT in Teaching and Communication with Students ❖ digital slides ❖ videos ❖ MsTeams/ e-class, webmail	
TEACHING ORGANIZATION <i>The ways and methods of teaching are described in detail.</i> <i>Lectures, Seminars, Laboratory Exercise, Field Exercise, Bibliographic research & analysis, Tutoring, Internship (Placement), Clinical Exercise, Art Workshop, Interactive learning, Study visits, Study / creation, project, creation, project. Etc.</i> <i>The supervised and unsupervised workload per activity is indicated here, so that total workload per semester complies to ECTS standards.</i>	Δραστηριότητα	Workload/semester
	Lectures	
	Essay	
	Study	
	Examinations	
	Total	
STUDENT EVALUATION <i>Description of the evaluation process</i> <i>Assessment Language, Assessment Methods, Formative or Concluding, Multiple Choice Test, Short Answer Questions, Essay Development Questions, Problem Solving, Written Assignment, Essay / Report, Oral Exam, Presentation in audience, Laboratory Report, Clinical examination of a patient,</i>	Student evaluation languages Greek Method (Formative or Concluding): ❖ Written assignments and case analyses. ❖ Group simulation exercises. ❖ Final Examination (written or oral)	

<i>Artistic interpretation, Other/Others</i> <i>Please indicate all relevant information about the course assessment and how students are informed</i>	
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5. SUGGESTED BIBLIOGRAPHY

1. Rob Weinhold, Kevin Cowherd, Art of Crisis Leadership: Save Time, Money, Customers and Ultimately, Your Career, Apprentice House, 2016.
2. Μπουραντάς Δημήτρης, Ηγεσία: Ο δρόμος της διαρκούς επιτυχίας, Εκδόσεις Κριτική, Αθήνα 2005.
3. Klann Gene, Crisis leadership : using military lessons, organizational experiences, and the power of influence to lessen the impact of chaos on the people you lead, Center for Creative Leadership, Greensboro, North Carolina, 2003.
4. Patric J. Montana, Bruce H. Charnow, Μάνατζμεντ: Κλασική θεωρία Μάνατζμεντ, Δομές Οργανισμών, Μάνατζμεντ Προσωπικού, Δυναμική ομάδων εργασίας, Εκδόσεις Κλειδάριθμος, 3η Έκδοση, Αθήνα 2002.
5. Σφακιανάκης Μανώλης Κων., Διοικητική Κρίσεων –Crisis Management, Εκδόσεις ΕΛΛΗΝ, Αθήνα 1998.
6. Κουσκουβέλης Ηλίας, ΛΗΨΗ ΑΠΟΦΑΣΕΩΝ, ΚΡΙΣΗ, ΔΙΑΠΡΑΓΜΑΤΕΥΣΗ: ΘΕΩΡΙΑ ΚΑΙ ΠΡΑΚΤΙΚΗ, Εκδόσεις ΠΑΠΑΖΗΣΗ, Αθήνα 1997. Σφακιανάκης Μανώλης Κων., Διοικητική Κρίσεων –Crisis Management, Εκδόσεις ΕΛΛΗΝ, Αθήνα 1998. Σταμάτης Γιώργος, Ολοκληρωμένη Στρατηγική Επικοινωνία, Β' Έκδοση, Εκδόσεις Σταμούλη, Αθήνα 2007.