Appendix B

STEM Leadership Training Institute

Once elected, CSOs are required to attend a STEM Leadership Training Institute that provides personal growth and learning opportunities. Institute goals for the CSOs include:
1. Understanding their roles and responsibilities;
2. Bolstering their workplace employment skillset;
3. Begin working as a "community of practice" with their fellow CSOs;
4. Building connections with community and business leaders; and
5. Developing an action plan for the upcoming year.

To accomplish these goals, CSOs are introduced to the Canvas Learning Management system that they will use for communicating with the program team, peers, and SciTech Jedi mentors. They participate in team-building and hands-on activities with new technologies such as coding, 3-D printing, and robotics. They also prepare for their roles and build workforce employability skills through communications, planning, and collaboration training. This includes exploring a STEM concept that is of interest to them and then developing and presenting an engaging STEM demonstration aimed at informing their peers of what they learned, public relations training for dealing with the media, developing a vision statement and personal "elevator pitch," and practicing their PR skills through networking, creating a video profile, and blogging.

Another important aspect of the Institute is for CSOs to bond as a cabinet. They strategize with fellow CSOs, community and business leaders, and SciTech Jedi mentors to identify and plan collective action opportunities. Many experts, organizations, and companies, including Intel, State Farm, Freeport McMoRan, Honeywell Aerospace, TGen, and ASU, participated in the first two Institutes and remain actively involved in the CSO initiative. The final deliverable of the Institute is an individual action plan for how they will implement the program in their school and how they will engage in the collaborative action opportunities that they defined as a cabinet.

An action plan that includes program management and scheduling, and addresses relationships, goals, and documentation, is a key component for CSOs' success. They begin brainstorming their action plans during the Leadership Training Institute. They work on developing a timeline, determining specific actions, and identifying school, community, and business personnel who may help them achieve their goals. They address issues such as determining what campus science programming events already exist at their school, how to introduce themselves and the CSO program to the students and teachers at their school, and where to find support at school and in the community. (See appendix F for sample action plan outcome.)