



# Project Checklist

## Ethical Leadership

**Purpose:** The purpose of this project is to develop a clear understanding of your own ethical framework and create an opportunity for others to hear about and discuss ethics in your organization or community.

**Overview:** Define an ethical framework for yourself. To do this, you may need to complete personal research beyond the contents of this project. Organize and moderate a 20- to 40-minute panel discussion about ethics, followed by a question-and-answer session. If you have never facilitated a panel discussion, review the Moderate a Panel Discussion elective project.

### This project includes:

- ▶ The Ethical Framework resource
- ▶ Organizing and moderating a panel discussion as well as a question-and-answer session

The following list includes tasks for this project. Please remember, your project is unique to you. You can use the checklist here or complete the digital version in your project on Base Camp.

Work with your Toastmasters club leadership to set a date for a panel discussion on ethical leadership.

Invite the members of your panel to the event. (Your panel must have a minimum of three members and one member of the panel must be a non-Toastmasters member.) All panelists must have leadership experience.

Develop the discussion points you would like to cover for your panel discussion. These may be designed as questions or topic statements.

Prepare panel members by sharing questions and/or discussion topics. It is recommended you provide all information at least one week before the panel discussion to allow panelists time to review the information and give feedback.

Act as moderator for the panel discussion.

Allow time for a question-and-answer session after the panel discussion.

When all components of your assignment are finished, complete your self-reflection by adding what you have learned to the last column of the Know-Wonder-Learned activity.