

COMMUNICATIONS – Leader Guide

Note to Leader,

Communication is a Primary Life Skill. Some examples of communication life skills include reading, writing, speaking, listening, giving feedback and observing. (Hendricks, 1996)

The resources in *Building Bridges*, focus on developing these skills by teaching people what’s involved in getting along with others, sharing thoughts and concerns, working cooperatively, building strong friendships and resolving conflicts. The following table list the questions used for junior and senior age groups.

Questions for each age group ...

AGE 9-13 YEARS OLD...	AGE 14 – 19 YEARS OLD
HEAD (What we say and how we say it)	
- Keep your cool when you are angry?	- Avoid saying mean things to others?
- Feel angry when people don't listen to you?	- Hear what others are saying when you are angry?
- Say what you mean?	- Say what you really mean when speaking?
- Use kind words when speaking to others?	- Use words that might make others feel happy?
• Allow others to talk the group?	- Get to the point when speaking?
HEART (Express caring toward others)	
- Listen when others are talking?	- Share with others when speaking?
- Smile at people when they are talking?	- Let others ask questions?
- Look at the person talking?	- Look at the other person when talking?
- Don't Whisper with others when you get bored?	- Let the person talking finish before asking questions?
• Ask questions when you don't understand?	- Stick to one topic?
HANDS (Practice conflict management and good stewardship toward others)	
- Listen to other people's ideas?	- Let others have different ideas without getting angry?
- Let everyone tell their story in the group?	- Let everyone speak in the group?
- Tell people when you are wrong?	- Tell people when you are wrong?
- Like to work with others in a group?	- Begin sentences with "I" when you talk rather than "you"?
• Like making new friends?	- Remain quiet when others speak?
HEALTH (Practicing interpersonal skills for healthy well-being)	
- Tell people when they do a good job?	- Focus on the speaker when they are talking?
- Like sharing your ideas with others?	- Try to see others point?
- Like trying new activities?	- Speak nicely to others?
- Laugh at yourself when you make a mistake?	- Ask questions nicely when you don't understand?
• Allow others to make mistakes without laughing?	- Wait for the speaker to finish?

Communication Evaluation Leader, 9/04, J. Burks

Scoring: Count the number of marks or “X’s” in each column. **DO NOT** add the numbers. Each mark is counted “one” time. We are looking for how many times did the youth choose “Always” rather than “Never”. This is non-competitive scoring, only self-evaluating for awareness.

