Skills4Retail
Building sustainable growth



The Leading with Integrity

Designed by Retail Skillnet Ireland for the Skills4Retail Initiative

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About this Module

The **Leading with Integrity module**, designed **by Retail Ireland Skillnet** for Existing and Aspiring Managers, introduces the learners to the **importance and concepts of integrity in leadership as well as strategies for building trust and credibility within a team**. Learners will receive an overview of Equality, Diversity and Inclusion and its importance in the modern retail environment. This module will also present contemporary ethical management issues impacting the retail manager before looking at the growing importance of Environmental, Social, and Governance (ESG) from a retail perspective. Throughout the module, illustrations and best practices from a retail perspective will be shared.

Module Delivery

This module will involve 2 days (12 hours) of classroom learning and 2 days (12 hours) of live online learning. This will be supported by workplace and independent learning.

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Learning Outcomes

On completion of this module, the learner will be able to:

1. Discuss the importance and components of integrity in leadership.
2. Demonstrate an appreciation for the importance of Equality, Diversity & Inclusion (EDI) in the modern retail environment.
3. Discuss key ethical issues and dilemmas facing retail leaders.
4. Employ effective environmental, social, and governance practices and initiatives to enhance the organisation's reputation.
5. Describe the features of the circular economy and its impact on the retail sector, with a focus on the importance of accountability and responsibility in implementing sustainable practices.

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Module Content Per Workshop

Topic	Indicative Content
Workshop 1: **Introduction to Integrity in Leadership**	• Introduce the concepts of morality, ethics and integrity • Define integrity in the context of (ethical) management • Explore both personal and organisational values • Discuss the key components for leading with integrity • How does integrity within leadership build trust and credibility • Discuss the importance of trust in a managerial position • Identify strategies for building trust and credibility among team members • The role of Employer Branding in communicating ethical standards
Worksop 2: **Equality, Diversity & Inclusion (EDI)**	• Introduction to Equality, Diversity & Inclusion (EDI) • Benefits of an EDI workforce • Illustrations from industry • How to practically apply EDI, identify Retail challenges • Identifying common bias types in the workplace and addressing these
Workshop 3: **Ethical Behaviour**	• Discuss the principles of ethical behaviour when supervising employees • Contemporary ethical management issues • Ethical dilemmas • Ethical frameworks • Assess the importance of empathy within the retail environment

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Module Content Per Workshop

Topic	Indicative Content
Workshop 4: **Environmental, Social, and Governance (ESG)**	• Introduction to ESG • Effective ESG initiatives in retail and addressing greenwashing • Sustainable Development Goals (SDGs) and impacts • Accountability for sustainable development • Benefits of promoting sustainability / green agenda • Fostering a sense of community • Planet, People and Profit living together • New sustainability legislation and guidelines • ESG Legislation
Workshop 5: **The Circular Economy**	• Principles of the Circular Economy • Managing the Retail Supply Chain management • Circular Business Models • Innovation in Corporate Sustainability • Sustainability In Action
Workshop 6: **Accountability and Responsibility**	• Set the tone as a leader and how this can impact the performance of an organisation's culture • Culture mapping for better management • Model, monitor, measure and reward integrity within the workplace • Ensure management and employees are accountable and responsible for integral behaviour. • Framing difficult conversations in challenging poor integrity behaviour

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Assessment Policy

Modules will be assessed using assessments that seek to address opportunities and challenges in the workplace. Employers will provide significant input into the development of assessments. The workplace will be the live case study on which learners base their assessments.

Recommended Reading Material

Suggested Reading list			
No.	Book Title	Author	Year
1.	Responsible Leadership Essential to the Achievement of the UN Sustainable Development Goals	Mike Saks	2023
2.	Leading with Integrity Creative Positive Change in Organisations	M. Smith	2019
3.	Purposeful Performance: The Secret Mix of Connecting, Leading and Succeeding.	J. Stanley	2024

Additional Reading Material is also available via **RetailWeek**

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Assessment Criteria

Assessment Type	%	Format & Due Date
(1) Reflection Poster	10%	Poster – Using Template Provided
(2) Visual Analysis	30%	Visual Analysis & Mapping the Journey
(3) Mapping the Journey	45%	
Referencing	10%	
Layout	5%	

SEE ASSESSMENT BRIEF HANDOUT For Assessment Details and Grading Rubric.

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Pedagogical Approach & Reciprocal Expectations

- Learners must participate to benefit fully.
- ALL readings and case studies must be read by ALL Learners
- ALL Learners must participate in online discussions
- CA must be completed **ON TIME.**
- Attendance Records and Weekly access Monitoring.
- Students must review and submit all assessments applying the **Harvard Referencing Techniques**.
- **NB:** Each workshop will consist of different topics of discussion. Within this, there are a number of different reading materials that ALL students must-read.

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