

Aging Services Leadership Institute

2009-2010 Call For Nominations





Leadership Institute



Vision

To develop leaders who will serve their organizations, state affiliates and the field of aging services in an exemplary, dynamic and innovative fashion. This new class of leaders will be the pioneers for the future of aging services.

2009-2010 Learning Schedule and Themes

Participants will engage in four face-to-face learning experiences that include visits to member communities, intimate conversations with aging services leaders and self-exploration of leadership styles through exercises and readings. The selected sites and dates for the 2009-2010 Aging Services Leadership Institute are as follows:

date	place	theme area
October 28-29, 2009	Des Moines	Authenticity
March 2- 3, 2010	Seattle	Paradigm Shift
June 15-16, 2010	Lake Chelan	Empowerment
September 14-15, 2010	Tacoma	Relationship Management

Eligibility

The program is available to anyone who works for an Aging Services of Washington member, irrespective of clinical or managerial experience. It is far more important for potential Washington Fellows to demonstrate deep leadership potential within their organizations than it is for them to carry specific job titles. There will be only one Washington Fellow per member community accepted.

A \$1,500 tuition payment* (non-refundable and non-transferable) is required from each Washington Fellow's organization. In addition, lodging, travel expenses and some meals are also paid by each Washington Fellow's organization (the costs incurred vary depending on the locations of the site visits). Meals are provided during the conferences at no additional cost.

Aging Services provides complimentary registrations for each Washington Fellow to the 2009 Fall Leadership Conference and the 2010 Annual Conference. An estimated 30 Continuing Education Units (CEUs) will also be provided for your 2009 - 2010 participation.

Washington Fellows should plan on spending 10-15 hours a month working on Aging Services Leadership Institute activities.

Washington Fellows will need access to a personal computer for regular e-mail contacts and to participate in the Aging Services Leadership Institute Online Community Blog.

* Please Note: A limited number of tuition scholarships are available. For scholarship information please contact the Aging Services of Washington office. www.agingwa.org



Aging Services Leadership Institute

Mission

The Aging Services Leadership Institute provides meaningful leadership and growth opportunities which emphasize the vital importance of relationship building, emotional intelligence and transformational leadership skills.

Values

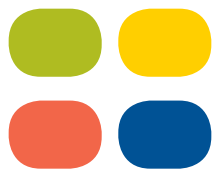
- Integrity and Honesty
- Collaboration and Commitment
- Responsiveness and Open Communication
- Respect and Generous Listening
- Trust Building
- Innovation

Design Team

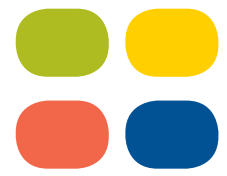
- Russell Akiyama, Administrator, Judson Park
- Bob Anderson, CEO, Horizon House
- Anne Arakaki-Lock, Executive Director, Covenant Shores
- Michele Holleran, DeArment Consulting
- Nikole Jay, Administrator, Emerald Heights
- Lynette Ladenburg, COO, Tacoma Lutheran Retirement Community
- Darlene Storti, Administrator, Northaven Retirement
- Pat Sylvia, Dir. of Member Development, Aging Services of Washington

Sponsored by:





Application Components



Letter of Commitment

Applicants are required to submit a Letter of Commitment by mail/fax as well as having their sponsor* provide a signed copy by July 15, 2009 to:

Aging Services of Washington
c/o Leadership Institute Review Committee
1570 Wilmington Drive, Suite 220
DuPont, WA 98327
Fax (253) 964-8876



* Please Note: The Letter of Commitment must be signed by the President, CEO, Executive Director or Administrator (where appropriate) of the applicant's organization. If the applicant is the highest ranking executive officer, the organization's board chair should sign the letter.

Summary of Qualifications

Please provide a resume that includes: up to five of your most significant formal and/or informal leadership roles that have contributed to your leadership development (include name of organization, dates of service and your responsibilities); educational background; and other pertinent information.

Please provide a brief summary description of experience in aging services and your current position.

In what other ways would you describe your organization (urban/rural, number of persons served/employed, corporate structure)? What are some defining characteristics that make your organization unique (innovative programs for staff and residents/clients)?

Do you intend on remaining employed with an Aging Services member for the duration of the Aging Services Leadership Institute? Affiliation with a non-Aging Services member could result in removal from the program.

Letters of Reference

Applicants are required to obtain two letters of reference. We suggest approaching selected references early in the process to ensure they are completed prior to the July 15, 2009 deadline.

Questions? Contact Pat Sylvia, Aging Services of Washington
Phone: 1(253) 964-8870 Email: psylvia@agingwa.org





Application Components, continued

Leadership Essays

Please complete your personal leadership essay on a separate sheet of paper using the following points as headers. Please make sure you provide enough information to give the selection committee insight into your history and desire to be part of this program. One or two sentence answers to the following questions are not recommended.

1. Describe the capacities that you possess that make you an effective leader and the specific ways in which you have utilized these attributes in your personal and professional life. In doing so, please refer to a significant professional achievement, your specific role in attaining that achievement and the impact it had on your organization.
2. Describe the perspective and knowledge you hope to acquire as a result of your participation in the Aging Services Leadership Institute and how these insights will enable you to become a transformational leader.
3. Describe your personal commitment to aging services and how you envision using your Leadership Institute experience to enhance aging services within your organization, your community and at the state level.

Submission Deadline

To ensure consideration, please complete the application packet and mail to the Aging Services office by July 15, 2009. Applications that fail to meet all guidelines or are incomplete cannot be considered for review.

Applicants will receive notification of their acceptance status by August 15, 2009.

Evaluation Criteria

All application submissions will be reviewed to ultimately assemble a diverse class of Washington Fellows (in terms of life experience, leadership roles, geography, type of organization, as well as other unique characteristics). A committee of Aging Services member leaders and association staff will evaluate applications using the following criteria:

- How well defined, insightful and introspective are the leadership essays?
- How well does the applicant demonstrate a personal commitment to the field of aging services?
- How well does the applicant demonstrate a dedication to life-long learning?
- To what extent does the applicant possess the leadership capacity needed to become a transformational leader?



Letter of Commitment

Please include: Signed Letter of Commitment, Leadership Essay,
Letters of Reference, and Summary of Qualifications by July 15, 2009



1. Current Contact Data and Organization Information

Name: _____

Employer: _____

Position/Title: _____

E-mail address: _____

Business Mailing Address: _____

Address: _____

City, State, Zip: _____

Phone: _____

Do you plan to stay with your current employer through 2010? Yes ____ No ____

Home Mailing Address: _____

Address: _____

City, State, Zip: _____

Phone: _____

Preferred Mailing Address (check one): Business ____ Home ____

Sponsoring Organization's Commitment

If selected, the Washington Fellows community or the participant agrees to:

- Provide travel and lodging costs associated with the program.
- Allow adequate time with the completion of assignments that will enhance the understanding and application of the content areas of each session.
- Allow the Washington Fellow's time to connect with his or her coach and actively participate in distance learning activities.

Signed: _____

Supervisor

Enrollee Commitment

If selected, the participant agrees to the following Learning Schedule:

- Attend each of the four two-day sessions -- no exceptions unless a letter is written by the sponsoring organization to the Aging Services Leadership Institute.
- Complete assignments to enhance the understanding and application of the content areas.
- Connect monthly with the Aging Services Leadership Institute coaches to discuss assignments, on-going development, and additional professional development opportunities.
- Actively participate in the Aging Services Leadership Institute Online Community/Blog and 90-minute conference calls with your group and assigned coach.
- Remain employed with an Aging Services member for the duration of the program.

Signed: _____

Applicant



Benefits



- Learn how leaders become more authentic through clarification of personal values and their own leadership philosophy.
- Understand the concepts behind distributed leadership and empowerment.
- Explore how paradigm shifts occur, supporting environments of creativity and innovation.
- Become aware of how a leader's emotions influence the workplace and everyone in it.
- Discover the secret of building trust at multiple levels—with others, within organizations, and communities at large.

deadline July 15, 2009



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