



2018-2019 LEADERSHIP ACADEMY APPLICATION

Michigan Pharmacy Foundation (MPF) is accepting applications for the seventh annual Leadership Academy, which will kick-off in Lansing on Saturday, Oct. 13, 2018.

The Leadership Academy is a nine-month leadership program aimed at developing the leadership skills of healthcare practitioners. Healthcare professionals from all practice environments are welcome to apply. Participants who attend the Leadership Academy will be better equipped and motivated to lead staff, teams, organizations and healthcare professions in the years ahead. Designed for practitioners eager to enhance leadership skills and advance the healthcare industry, the Academy will:

- help strengthen leadership and professional skills
- provide participants with information and resources to be more effective in their respective roles and practice settings
- build and strengthen important relationships and expand professional networks
- provide participants with opportunities to be active in and lead their profession

Eligibility Requirements

To be eligible to participate in the Leadership Academy, a health professional must:

- Be in a healthcare administrative or clinical leadership position currently, or be interested in pursuing a career in a healthcare leadership position.
- Be able to attend all face-to-face Academy workshops.
- Be able to participate in all Academy webinars.
- Be able to devote at least three to four hours per month to prepare for and participate in webinars and leadership discussions (please note that in the months of the face-to-face workshops, the time commitment is approximately 10-12 hours for each workshop).

Components of the Leadership Academy

The Academy includes the following:

1. Three mandatory, day-long, face-to-face workshops. The first will occur on Saturday, Oct. 13, 2018, and the second will take place on Saturday, Feb. 23 during the 2019 Michigan Pharmacists Association (MPA) Annual Convention & Exposition at the Detroit Marriott at the Renaissance Center. The third workshop and graduation ceremony will be held in Lansing on June 21, 2019.
2. Attendance at the annual MPF Leadership & Management Symposium which will occur in April 16, 2019.
3. Monthly online, interactive webinars, with pre-webinar assignments and readings.
4. Establishing a personal leadership project, selecting and working with a leadership advisor and establishing personal leadership goals that will be worked on throughout the duration of the Academy.

To receive a Certificate of Completion, each participant must attend and participate actively in all Leadership Academy events and activities. **All face-to-face workshops are mandatory, and failure to participate will result in an inability to complete the program.** The dates of the final workshop and the Leadership & Management Symposium will be confirmed prior to selection of Academy participants.

The cost to attend the Academy is \$1,000. The Academy has been approved for pharmacist continuing education credit for participating in and completing select portions of the program. The fee covers all related expenses for participation such as materials and meals. Please note: (1) the fee **does not** include reimbursement for mileage or lodging, registration for the MPA Annual Convention & Exposition, hotel or parking at the Annual Convention, or registration for other Annual Convention events such as the Annual Banquet; and (2) the fee is **not refundable** in the event that a participant is unable to complete the nine-month program. The Academy is limited to 35 participants.

To apply, please complete the application on page three and submit it along with a letter of recommendation and responses to the questions.

Evaluation Criteria

Leadership Academy applications will be evaluated and selected by MPF and MPA using the following criteria:

1. Leadership interests, goals and anticipated benefits
2. Leadership responsibilities and/or healthcare leadership or career interests
3. Expectations of the Academy and how knowledge and skills will be applied
4. Past or current involvement in student, professional or community affiliations or organizations
5. Compatibility or suitability with Leadership Academy learning objectives and curriculum
6. Letter of recommendation **(please submit with your application and responses to the questions)**

Membership in a professional organization is not a requirement for selection, but it is preferred. A copy of the Academy application is also available online at www.MichiganPharmacists.org/foundation/initiatives.

Please provide your personal information below.

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____

E-mail Address: _____

Employer: _____ Supervisor Name: _____

Job Title: _____

Years of Practice Experience: ☐ 0-5 years ☐ 6-10 years ☐ 11-15 years ☐ More than 15 years

Please answer the following questions in a separate document and submit your responses with your application and letter of recommendation. Your answers are limited to 300 words per question.

1. Why are you interested in participating in the Leadership Academy (e.g., describe your leadership interests and/or goals, how it will benefit you, etc.)?
2. What are your current leadership responsibilities and/or your healthcare leadership/career interests? Include a description of your current role and responsibilities (and/or your future career interests), including the number of people who report to you now (e.g., other healthcare professionals, support personnel, etc.) Please note that having other healthcare professionals directly reporting to you is not a requirement for acceptance into the Leadership Academy.
3. What expectations do you have for the Leadership Academy, and explain how you plan to apply the knowledge and skills learned to your current position or future career goals?
4. Please list up to three student, professional and/or community (e.g., civic, social, religious, athletic, etc.) affiliations or organizations of which you have been or are a member. Please describe any leadership experiences you had in these organizations.

Participants of the Leadership Academy are expected to attend and participate in all of the scheduled events and activities. The Academy is organized to enhance the exchange of ideas, information and overall communication between participants. The program is a learning experience and requires a commitment by the participant and the participant's employer. I understand the attendance policy and participation expectations. If selected, I will devote the time necessary to complete the program.

First and Last Name: _____ Date: _____

By typing your first and last name in the signature line above, you agree to fully participate in the Academy if selected and dedicate the time necessary to complete the year-long program.

Please send your completed application, letter of recommendation and responses to the questions provided no later than 5 p.m. on Friday, Aug. 17, 2018, to: Dianne Malburg, MPF Executive Director, at Dianne@MichiganPharmacists.org; or fax to (517) 484-4893. Applicants will be selected and notified no later than Friday, Sept. 7, 2018.