

LeadingAge Illinois *Leadership Academy*

Creating a new era of excellence in aging services



Vision To build a cohort of change agents who will elevate the quality and reputation of aging services within Illinois and beyond, standing ready to advance their organizations and create transformation in our field.

Mission To develop leaders who are passionate, empowered, visionary and committed to life-long learning so they are able to successfully advocate for older adults while evoking excellence within their organizations.

advocacy
respect
inclusiveness
collaboration

Learning Objectives

- Learn the components of leadership required to transform the future of aging services
- Adopt the characteristics of a successful change agent in our field
- Explore various dimensions of advocacy as it relates to the people we serve
- Discover the secret of building trust at multiple levels—with others, within organizations and communities at large
- Understand the five discovery skills which drive innovation and lead to creative new models of service
- Become exposed to new technologies that will change the way people age
- Embrace a holistic approach to life and work for maximum effectiveness

integrity
fun

Investment

The LeadingAge Illinois Leadership Academy program is available to anyone who works for a LeadingAge Illinois member, irrespective of clinical or managerial experience. It is far more important for potential LeadingAge Illinois Leadership Academy

Fellows to demonstrate deep leadership potential within their organizations than it is for them to carry specific job titles. Fellows are required to stay overnight one night during the program to accommodate a planned evening event. During the other sessions, staying overnight is not mandatory, however it is highly encouraged due to evening activities. Please keep this in mind while budgeting for the sessions.

LeadingAge Illinois Leadership Academy Fellows should plan on spending 10-15 hours a month working on program activities.

LeadingAge Illinois Leadership Academy Fellows will need access to a personal computer for regular e-mail contacts.



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 the application deadline to:

LeadingAge Illinois Leadership Academy
C/O LeadingAge Illinois
1001 Warrenville Road, Suite 150
Lisle, Illinois 60532
Fax: 630.325.0749

* 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

- 1 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.
- 2 Please provide a brief summary description of experience in aging services and your current position.
- 3 In what ways would you describe your organization (multi-site organization, single site, CCRC, SNF, AL, Housing, HCBS, urban/rural, number of persons served/employed, corporate structure)?
- 4 What are some defining characteristics that make your organization unique?

Letter of Reference

Please obtain and submit one letter of reference from an individual who works closely with you and can speak to your leadership capacity. We suggest approaching that individual well in advance to allow ample time to meet the application deadline.

Leadership Essay

Please complete your personal leadership essay in no more than 1,500 words on a separate sheet of paper using the following points as headers. 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 capabilities 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.
- 2 Describe the perspective and knowledge you hope to acquire as a result of your participation in the LeadingAge Illinois Leadership Academy experience 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 LeadingAge Illinois Leadership Academy experience to enhance aging services within your organization, your community and at the state level.

Application Evaluation

Submission Deadline

To ensure consideration, please complete the application packet and mail to the LeadingAge Illinois office by the deadline. Applications that fail to meet all guidelines or are incomplete cannot be considered for review.

Selection Criteria

All application submissions will be reviewed to ultimately assemble a diverse class of LeadingAge Illinois Leadership Academy (in terms of life experience, leadership roles, geography, type of organization, as well as other unique characteristics).

- Priority will be given to diversity of organizations in the selection process.
- It is suggested that multi-site organizations (MSOs) coordinate their nomination efforts.
- We encourage both emerging and seasoned leaders to apply irrespective of their years of experience and position.

A committee of LeadingAge Illinois member leaders 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?

Learning Schedule and Themes

June 8-9, 2020 — Central Illinois	Finding Your Authentic Leadership Voice
October 19-20, 2020 — Chicago	Building and Leading Teams
January 11-12, 2021 — Chicago Suburb	Becoming a Visionary Leader
March 8-9, 2021 — Renaissance Schaumburg Convention Center	Discovering a Work/Life Balance

Depending on your proximity to the location of the session, there may be expenses related to lodging.



Submission Deadline

To ensure consideration, please complete the application packet and mail to the LeadingAge Illinois office by April 17, 2020. Applications that fail to meet all guidelines or are incomplete cannot be considered for review.

Investment

A \$2,750 tuition payment (non-refundable and non-transferable) is required from each LeadingAge Illinois Leadership Academy Fellow's organization. In addition, lodging, travel expenses and some meals are also paid by each Fellow's organization (the costs incurred vary depending on the locations of the sites).

LeadingAge Illinois provides complimentary registrations for each Fellow to the 2021 Annual Meeting and Expo. Over forty continuing education credits will be earned for 2020-21 Leadership Academy participation.

Missing any part of a scheduled session is highly discouraged. If more than one session is missed, the fellow will not be allowed to graduate from the LeadingAge Illinois Leadership Academy program.

Commitment

Sponsoring Organization's Commitment

If selected, the Fellow's organization agrees to:

- Provide tuition, travel, lodging and meal costs associated with the program.
- Allow the LeadingAge Illinois Leadership Academy Fellow time away from work to attend each of the four two-day sessions.
- Allow adequate time for the completion of assignments that will enhance the understanding and application of the content areas of each session.
- Allow the LeadingAge Illinois Leadership Academy Fellow time to connect with his or her coach and actively participate in distance learning activities.

Signed: _____

CEO/Executive Director/Administrator

Enrollee's Commitment

If selected, the participant agrees to:

- Attend each of the four two-day sessions. No exceptions are allowed unless a letter is written by the sponsoring organization to LeadingAge Illinois Leadership Academy.
- Complete assignments to enhance the understanding and application of the content areas.
- Connect monthly with LeadingAge Illinois Leadership Academy coaches to discuss assignments, ongoing development, and additional professional development opportunities.
- Agree to arrive on time and remain for the full duration of each session.

Signed: _____

Applicant

Application



Please include:

Signed Letter of Commitment, Summary of Qualifications, Letter of Reference, and Leadership Essay.

These items must be postmarked or faxed no later than April 17, 2020.

Current Contact Data and Organization Information

Name

Employer

Position/Title

E-mail Address

Business Mailing Address

Address

City

State

Zip

Phone

Home Mailing Address

Address

City

State

Zip

Phone

Personal E-mail Address

Preferred Mailing Address (check one) ☐ Business ☐ Home

Preferred Email Address (check one) ☐ Business ☐ Home