NURSE FACULTY LEADERSHIP ACADEMY APPLICATION PACKET

2016-2017 Cohort
Academy Purpose and Overview

The Sigma Theta Tau International Nurse Faculty Leadership Academy (NFLA) presented in partnership with The Elsevier Foundation is an intense international leadership development experience designed to:

- Facilitate personal leadership development
- Foster academic career success
- Promote nurse faculty retention and satisfaction
- Cultivate high performing, supportive work environments in academe

The NFLA is designed for aspiring leaders in nursing education who have at least two years, but no more than seven years of experience as full time non-tenured faculty in a school of nursing. Scholars in the academy are chosen through a competitive selection process.

The academy curriculum includes a variety of educational strategies for developing leadership behaviors which result in positive outcomes. The 18-month leadership development curriculum is built upon the foundation of three domains:

1. Individual leadership development
2. Leading a team project to advance nursing education
3. Expanded scope of influence within the academic institutions, the community, and the profession.

The Scholar applicant must choose a Leadership Mentor prior to the application and selection process. Leadership Mentors should not be from the same institution as the Scholar nor have served on the Scholar’s dissertation committee. Leadership Mentors may hold doctoral degrees from disciplines other than nursing.
Components of the NFLA Experience

Scholars selected for the NFLA III cohort will:

- Attend and actively participate in two intensive four-day leadership development workshops with the chosen Leadership Mentor
  - Workshop I
    - 15 - 17 March 2016
  - Workshop II
    - 21 - 23 March 2017
- Build relationships and communicate regularly with the chosen Leadership Mentor and assigned Faculty Advisor (Triad)
- Commit to the NFLA triad as the platform for leadership development and use the triad relationships as the foundation to meet the expectations of the NFLA
- Conduct an in-depth leadership self-assessment and based upon assessment findings design an individualized leadership development plan with guidance from the Leadership Mentor and Faculty Advisor
- Plan, design and facilitate two Site Visits at the Scholars' organization focusing upon the leadership development experience
- Lead a team project that advances nursing education. The design, implementation, and evaluation of the project through a team approach will contribute to the Scholar’s leadership development and the organization’s educational program(s)
- Participate in monthly Scholar Community learning activities which are led by Faculty Advisors
- Document the leadership development experience via personal journaling
- Present a professional poster and attend NFLA celebration activities at STTI's 2017 Biennial Convention in Indianapolis, IN
The Scholar, Leadership Mentor and Faculty Advisor together form the NFLA triad - the basic functional unit of the academy that works collaboratively to achieve the Scholar’s leadership development goals.

**Roles**

**Scholar:**
Within the structure of the NFLA, the Scholar is expected to create an individualized path for her/his leadership development that occurs within the three defined domains of the academy.

The role of the Scholar is to be an actively engaged individual committed to self-assessment, reflection, and intentional behavioral change with the support of the Leadership Mentor and Faculty Advisor. The Scholar develops and refines leadership behaviors through the design, implementation, outcome evaluation, and dissemination of findings from the team project.

**Leadership Mentor:**
The role of the Leadership Mentor in the NFLA is focused on the leadership development of the Scholar. Scholar activities which require Leadership Mentor facilitation include: the Scholar’s leadership self-assessment process, gap analysis, Individual Leadership Development Plan, organizational change processes, team project leadership, reflection and ongoing feedback related to leadership behavioral change, and appreciation of personal and professional challenges throughout the NFLA experience.

**Faculty Advisor:**
The Faculty Advisor serves as a resource and advisor to assist the Scholar and Leadership Mentor in the interpretation of NFLA activities, preparation and implementation of the Site Visits, framing the NFLA experience within the three domains, and assisting with organizational issues and concerns.
Anticipated Cost

The NFLA is presented in partnership with The Elsevier Foundation. This partnership will provide the 2016-2017 Scholars and Leadership Mentors with the following throughout the academy:

- Lodging for Workshops I & II
- Breakfast and lunch at Workshops I & II
- 2-day registration for STTI’s Biennial Convention
- 2-night accommodations for STTI’S Biennial Convention
- All required workshop learning materials
- Stipend for Scholars and Leadership Mentors

The following expenses will be the responsibility of the Scholar and Leadership Mentor:

- Travel to and from Workshops I & II and STTI’s Biennial Convention
- Dinner during Workshops I & II
- Expenses associated with Site Visits
- All meals at STTI’s Biennial Convention (except for celebration dinner)
- Additional activities associated with the Scholar’s individualized leadership plan and team leadership project

Recommended sources for additional financial assistance include:

- Employers
- Civic organizations
- Hospital auxiliaries
- University foundations
- Government agencies
- Community and professional foundations
- Professional organizations and STTI chapters

*Scholars located outside of North American may be eligible for additional assistance
Selection Criteria

A completed NFLA application includes:
- Scholar application
- Leadership Mentor application
- Scholar Curriculum Vitae
- Leadership Mentor Curriculum Vitae
- Organization Letter of Support for the Scholar
- Organization Letter of Support for the Leadership Mentor

Scholar applications will be reviewed and ranked on the following criteria:
- Scholar is a nurse educator who has completed doctoral preparation
- Scholar is full-time faculty, employed for at least two years, but no more than seven years of experience as full time non-tenured faculty in a school of nursing
- Scholar’s leadership potential based upon:
  - Previous leadership experience
  - Articulated assessment of leadership skills and developmental needs
  - Stated leadership goals
- Scholar’s articulated commitment to:
  - A career in nursing education
  - The advancement of faculty leadership development
- Scholar’s proposed team project:
  - Potential for team project’s impact on advancing nursing education
  - Team project’s potential for sustainability within the Scholar’s academic institution

Leadership Mentors will be reviewed and ranked on the following criteria:
- Is doctorally prepared
- Has a minimum of seven years as nurse faculty
- Is employed outside of the Scholar’s institution
- Has no previous mentoring relationship with the Scholar
- Is not connected to Scholar’s dissertation work - currently or in the past
- Has substantial preparation and experience as a leader in nursing education
- Demonstrates experience as an effective leadership mentor
- Has ability to foster the Scholar’s leadership development
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- Has ability to commit significant time and resources to develop and sustain the mentoring relationship with the Scholar
- Has access to networks of leaders and key organizations
- Is willing to engage the Scholar within his/her network
- Has the ability to provide guidance to the Scholar throughout the team project processes
- Is committed to the NFLA Triad relationships and expectations of the NFLA

Letters of support from organizations of the Scholar and Leadership Mentor will be reviewed on the following criteria:

- Recommendation and rationale for Scholar’s or Leadership Mentor’s participation in NFLA
- Resource commitment (time, financial, etc.) for Scholar’s or Leadership Mentor’s participation in NFLA
- Support (time, resources, etc.) for the attainment of the identified team project goals (for Scholar’s application only)
- Indication that applicant has demonstrated potential and readiness for the NFLA (for Scholar’s application only)
- Commitment to sustain implemented team leadership project (for Scholar’s application only)
- Commitment from Scholar’s dean to participate in both Site Visits (for Scholar’s application only)
Frequently Asked Questions (FAQs)

1. **How should I select a Leadership Mentor?**
   The Leadership Mentor should be someone who can provide guidance and feedback in a manner that facilitates the Scholar’s leadership development. Scholars should select a Leadership Mentor from a different academic institution who is an experienced leadership mentor. You may find that senior leaders at your institution could refer a leadership mentor. If you are unable to identify a mentor, STTI can recommend one for you. Please download the application for specific details about selection a Leadership Mentor.

2. **Should I interview potential Leadership Mentor candidates?**
   It may be helpful to interview several possible candidates to determine whether there is a good fit between the Leadership Mentor’s style and the Scholar’s needs.

3. **Should I work with my Leadership Mentor on my NFLA application and team leadership project summary?**
   NFLA encourages Scholars to work collaboratively with their Leadership Mentors on both the application and the team project summary.

4. **What if my Leadership Mentor cannot attend the workshops?**
   It is essential that the selected Leadership Mentor attend both workshops. If he/she is not available to attend the workshops, a different Leadership Mentor must be selected.

5. **Should I work with my direct supervisor and/or my dean in the development of my NFLA application and team leadership project summary?**
   Yes. By involving the direct supervisor and/or your dean in the development of the NFLA application and project summary, he/she will gain an awareness of the time and support that will be required for successful participation in the academy. This understanding should be reflected in the letter of support from the sponsoring organization.

6. **Who should submit the application?**
   The Scholar will complete and submit the application. The Scholar is encouraged to work with his/her Leadership Mentor on the application submission.

7. **May I send an e-mail or fax application?**
   No. All applications must be submitted via the online application system.

8. **Will Scholars receive continuing nursing education credit for completion of the NFLA?**
   Yes. Scholars and Leadership Mentors will receive CE for their attendance at Workshops I & II.
APPLICATION PACKET

The following pages outline the materials needed to complete the online application (online application opens October 1, 2015). Please do not upload this entire application packet. Only upload the following items:

1. Scholar Application
2. Leadership Mentor Application
3. Scholar CV
4. Leadership Mentor CV
5. Scholar Letter of Support from organization
6. Leadership Mentor Letter of Support from organization

The online application will request that you enter the following information:

1. Membership Number (if you are a member)
2. How did you learn about 2016-2017 Nurse Faculty Leadership Academy (NFLA)?
3. Years you have been employed as a full time nurse faculty member
4. Contact information for your Dean and/or department chair
5. Other nursing organizations with which you are affiliated

The online application system will open on October 1, 2015.

Applications are due January 3, 2016 @ 11:59 PM (PST).
NFLA Scholar Application Questions
Each answer is limited to 200 words.

1. Describe your experience as a nurse educator.

2. List your formal and continuing education related to nursing education.

3. List your formal and continuing education related to leadership.

4. Describe your professional and community leadership experience. Please provide examples.

5. Describe your strengths and areas for development regarding your current leadership skills and abilities.

6. Describe your commitment to advancing nursing education and a career in nursing education.

7. List your leadership development goals for the Scholar academy experience.

8. Describe why you have chosen your specific Leadership Mentor.
Leadership Project
This is limited to 600 words - 100 words per section

1. Provide a summary of your proposed team project that you will lead to advance nursing education. Please include:

   - Setting description
   - Project objectives
   - Methods
   - Outcomes to be evaluated related to advancing nursing education
   - Plans for sustainability of the project
   - Plans for dissemination of findings in addition to presenting at STTI’s Biennial Convention
NFLA Leadership Mentor Application Questions
Each answer is limited to 200 words.

1. Describe your experience as a nursing education leader.

2. Describe your previous leadership mentoring experience. Please provide examples.

3. Describe your approach to leadership mentoring. Please provide examples.

4. What specific skills, characteristics, and attributes do you bring to this leadership mentoring relationship, which will support the leadership development and project goals identified by your Scholar?

5. Describe specific strategies for working with the Scholar, which will advance nursing education through the Scholar’s leadership development and implementation of the Scholar led team project.

6. Provide strategies which are specifically designed to help the Scholar develop networking opportunities with relevant colleagues and organizations that will further the Scholar’s leadership development.

7. As a Leadership Mentor, the NFLA experience requires both you physical and mental presence over the course of 20 months. Recognizing that developing and sustaining a leadership mentoring relationship with a novice educator requires a significant commitment of time and energy; describe your commitment to the NFLA experience and meeting the expectations of the Scholar/Leadership Mentor/Faculty Advisor Triad relationships. Please be specific as to your ability to devote the requisite time.