



Leadership Development Academy

What is it?

The MSFAA Leaders of Tomorrow (L.O.T.) Development Academy is a series of interactive workshops created as a way to foster leadership among financial aid professionals who have demonstrated the passion of moving into leadership roles within our profession. The program may be held on an annual basis until it is determined the program would better benefit the institutions, organization and participants by being held biennially.

The goal is to enrich the knowledge, skills, attitudes and abilities of the leaders in our offices to foster a common leadership path that can enhance the succession opportunities needed for the next generation of leaders.

How long is the L.O.T. academy?

The participating cohort will **kick-off Leaders of Tomorrow Academy during MSFAA's Leaders of Tomorrow Retreat held Saturday, June 9 – Sunday, June 10, 2018 at Crystal Mountain Resort in Thompsonville, MI.** The financial cost associated with participating in the L.O.T. Academy will be covered by MSFAA (hotel accommodations and meals at the Crystal Mountain Resort).

The workshops will continue on a monthly basis, held on the 4th Wednesday of each month, from July 2018 and conclude in March 2019. For some months, there may be two workshops. The majority of the workshops will be held via conference calls and will not exceed a two hour time commitment.

How are participants selected?

Participants may be nominated by their supervisor or can apply directly with supervisor's support. Applications are reviewed by the L.O.T. Development Committee, MSFAA President and President -Elect.

What is the curriculum?

Program curriculum will be selected and developed each year by the Leadership Development Committee. For the 2018 inaugural class, the curriculum will be developed from NASFAA's You're the Director: A guide to leadership in Student Financial Aid.

Regular weekly discussions will focus on topics and themes from the text, as well as current event articles relative to financial aid situations.

Suggested workshop topics:

- The politics financial aid administrators encounter
- Generational Leadership
- Reporting Structures of Financial Aid Offices; Enrollment Management, Finance, Academics, Etc
- Leadership styles by sectors
- The different customers we service
- Effective Networking
- The importance and impact of associations
- Strategic Diversity Leadership
- Hands on review of important tools; FSA Handbook (etc)
- Death by Meeting
- Dysfunctions of a Team
- Ethics in our Profession

Together, committee, presenters and participants will be assigned a chapter or topic on which to facilitate discussion, taking turns until all participants have an opportunity to facilitate discussion.

Leaders of Tomorrow Academy Coordinators

If you have questions about the academy, please contact:

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Leadership Development Academy Application

Application Deadline: Friday, May 11, 2018

Application to the MSFAA Leadership Development Program is open to association members. Participants will be selected by the Leadership Development Program Committee based on the applicant's own merits as presented in the application and supporting documents. The committee seeks representation from a cross-section of the association with diversity and balance in areas such as institution type and individuals attributes.

The Committee looks for:

- ✓ Evidence of commitment to the profession of financial aid.
- ✓ Express desire to pursue involvement in professional development activities at some level.
- ✓ Ability to make the time commitment.

Applicant must have the full support of their direct supervisor and employer. Applicants are required to submit a letter of recommendation from his/her direct supervisor.

Individuals may nominate themselves, but must provide evidence that the employer will allow time for participation, including conference calls, webinars, off-site meetings and postings.

The cohort will be limited to no more than twenty individuals. Selection will be based on the criteria specified on the application form. Applications are due **May 11, 2018 before 5:00pm.**

Personal Data *(please type or print)*

Full Name: _____

Home Address: _____

City, State, Zip: _____

Home Phone: _____ **Mobile Phone:** _____

Emergency Contact Name: _____

Emergency Contact Number: _____

T-Shirt Size: XS S M L XL XXL XXXL **(please circle one)**

Institution Name: _____

Address: _____

City, State, Zip: _____

Work Phone: _____ **Work Fax:** _____

Email: _____

Occupation/Title: _____

Do you require any special accommodations? _____

Years in Financial Aid: _____ **Years in MSFAA:** _____

Leadership Information

This section of the application is completed by attaching no more than two typed pages. Please answer all questions in the order given, numbering each and using the heading. Use as much space for each question as needed, but do not exceed the total of two pages. Please put your name at the top of each page and submit a head shot photo. Please do not submit a standard resume.

1. Interest- What are your expectations of the MSFAA Leaders of Tomorrow Development Academy? Please tell us why you want to be selected as a participant for this program.
2. Employment- Describe your current job including your responsibilities. Have you worked in another Financial Aid Office prior to this current position? What are your career aspirations?

3. Professional Association Involvement – Please give a brief description of financial aid related participation that you have been involved in.

Commitment

Employer: *This candidate has my full support to participate in the MSFAA Leaders of Tomorrow Development Academy. I am aware of the time commitment involved in his/her effective participation and I agree to support him/her in work release time and with financial resources for travel.*

(Please include a letter of recommendation for the application.)

Institution Name: _____

Supervisor Name and Title: _____

Supervisor Signature

Date

Applicant: *I understand the goals and commitment expected of me as a participant in the MSFAA Leaders of Tomorrow Development Academy. If selected, I will devote the required time.*

Applicant Signature

Date

Letters of Recommendation

Applicants are required to submit two letters of recommendation. Please attach the letters with the application form and information.

Return completed application and required documentation by email or fax to:

Dexter Johnson
Leaders of Tomorrow Development Academy
dexterj@umflint.edu
(810) 766-6757 fax

Participation in the leadership program requires MSFAA membership. If you are not a current MSFAA member, please visit www.msfaa.org to join the association today.