



Leadership KAHSA

2009 Application



KAHSA

creating the future of aging services



Leadership KAHSA

Leadership KAHSA offers a challenging and engaging year-long learning experience, designed to help aging services professionals at any level in their organization accelerate their leadership development so they are better equipped to serve our field. It is limited to 20 participants chosen through a competitive application process.

2009 and 2010 Learning Schedule

Participants will participate in four face-to-face learning experiences that include tours of member communities, intimate conversations with aging services leaders and self-exploration of leadership styles through exercises and readings. Sites will be selected throughout the state. The selected dates for the 2009 Leadership KAHSA class are as follows:

dates
october 28 & 29, 2009
january 27 & 28, 2010
prior to spring convention in april, 2010
july 28 & 29, 2010

Eligibility

The program is available to anyone who works for a KAHSA member, irrespective of clinical or managerial experience. It is far more important for potential Kansas Fellows to demonstrate deep leadership potential within their organizations than it is for them to carry specific job titles.

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

KAHSA provides complimentary registrations for each Kansas Fellow to the 2010 Spring Convention and Trade-show, a \$375 value. Continuing Education Units (CEUs) will also be provided at no less than 32 hours, a \$480 value.

Kansas Fellows should plan on spending 10-15 hours a month working on Leadership KAHSA activities.

Kansas Fellow will need access to a personal computer for regular e-mail contacts and to participate in the Leadership KAHSA Online Community/Blog.

** Please Note: A limited number of tuition scholarships are available. For scholarship consideration, please write a statement of need and attach to the application.*



Application Components



The Leadership KAHSA application contains multiple components (you will move through these sections as you complete each component)

Background Information

Applicants will be asked to provide general information about themselves and their organization.

Leadership Essays

Applicants will be asked to explore the following:

- Describe the capacities that you think you possess that make you an effective formal or informal 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 achievement, your specific role in attaining that achievement and the impact it had on the organization involved.
 - Describe the perspective and knowledge you hope to acquire as a result of your participation in Leadership KAHSA and how these insights will enable you to become a transformational leader.
 - Describe your personal commitment to aging services in Kansas, share your journey in the field and illustrate your vision for the future of aging services.
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Resume

Applicants will be asked to provide information about their education and work experiences (describing both informal and formal leadership roles that have contributed to their leadership development).

Letters of Reference

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

applications due: july 15, 2009

Application Components, continued

Memorandum of Understanding

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

kahsa
c/o leadership kahsa application review committee
217 se 8th avenue
topeka, ks 66603-3906
fax 785-233-9471

** Please Note: The Memorandum of Understanding must be signed by the 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 memorandum.*

Evaluation Criteria

All application submissions will be reviewed to ultimately assemble a diverse class of Kansas Fellows (in terms of life experience, leadership roles, geography, type of organization as well as other unique characteristics). A committee of KAHSA 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 desired leadership capacity needed to become a transformational leader?

Submission Deadline

To ensure consideration, please complete the application and mail/fax the Memorandum of Understanding 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 in August 2009.

Leadership KAHSA Application



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 ____



questions?
contact dana weaver
dweaver@kahsa.org
1-800-264-5242
topeka members: 273-2581

Application, continued

2. What are some defining characteristics that make your organization unique (innovative programs for staff and residents/clients)?

4. A limited number of tuition scholarships are available. Would you like to be considered for financial assistance?
Yes _____ No _____

For scholarship consideration, please provide KAHSA with a statement of need on a separate sheet of paper.

5. Do you intend on remaining employed with a KAHSA member for the duration of Leadership KAHSA? Affiliation with a non-KAHSA member could result in removal from the program. *If you do change positions, KAHSA will require a new Memorandum of Understanding that the organization will pay expenses for you to continue.*

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 think 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 Leadership KAHSA.
3. Describe your personal commitment to aging services and how you envision using your Leadership KAHSA experience to enhance aging services within your organization, your community and at the state level.

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 including any defining characteristics that make your organization unique.





Leadership KAHSA Commitment Form



The Program's Commitment

Leadership KAHSA will provide faculty, as well as some meals and program materials. It will also provide continuing education where applicable.

Leadership KAHSA will be administered and coordinated by the Kansas Association of Homes and Services for the Aging.

Sponsoring Organization's Commitment

If selected, the Kansas Fellow's institution or the participant agrees to:

- Provide travel and lodging costs associated with the program.
- Support the Kansas Fellow's as necessary with the completion of assignments that will enhance the understanding and application of the content areas of each session.
- Allow the Kansas Fellow's time at learning sessions, to connect with coach, and actively participate in distance learning activities.

Signed: _____
Supervisor

Enrollee Commitment

If selected, the participant agrees to:

- Attend each of the two-day sessions -- no exceptions unless a letter is written by the sponsoring organization to KAHSA.
- Complete assignments to enhance the understanding and application of the content areas.
- Regularly connect with KAHSA Staff/Advisory Group to discuss assignments, on-going development, and additional professional development opportunities.
- Actively participate in Leadership KAHSA Online Community/Blog and regular 60 minute conference calls with your group and assigned coach.
- In order to be a Leadership KAHSA participant, you must remain employed with a KAHSA member for the duration of the program. *If extenuating circumstances arise, KAHSA will review on a case by case basis.*

Signed: _____
Applicant



2008 Inaugural Class of Leadership KAHSA

Matthew Bogner, Administrator
Kansas Masonic Home, Wichita

Kimberle Doty, Administrator
Evergreen Community of
Johnson Couty, Olathe

Sheila Brown, Director
Lone Tree Retirement Center, Meade

DeAnn Escalante, Director of Wellness
Brewster Place, Topeka

Loretta McFee, Director of Nursing
Good Samaritan Society Decatur Cty, Oberlin

Bryan Pippitt, Administrator
Good Samaritan Society of Olathe, Olathe

Susan Phipps, Administrator
Fowler Nursing Home, Fowler

Sonja Reiser, Vice President of
Marketing and Housing
Wesley Towers, Hutchinson

Jerrie Rieck, CNA/CMA
Meadowlark Hills, Manhattan

Melissa Sica, Director of Membership
KAHSA, Topeka

Brenda Thornton, Administrator
Prairie Mission Retirement Village,
St. Paul

Tracey Torola, Director of Senior Housing
and Marketing
Cedar Lake Village, Olathe

Courtney Wolfe, Director of Marketing
Catholic Care Center, Bel Aire



Kansas Association of Homes
and Services for the Aging

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