

Community Action Emerging Leaders' Institute



**You're committed to the
mission of Community Action...
Now prepare yourself to lead.**



A program of the New York State Community Action Association

What is the Community Action Emerging Leaders Institute (ELI)?

ELI is a year-long leadership development program designed to build the capacity of future leaders within New York's Community Action Network. This collaborative learning experience incorporates:

- Formal training to build skills and knowledge
- Peer networking opportunities to build local and statewide relationships
- Mentoring
- Book talk(s) with books chosen by the group

Participants will explore their leadership styles, develop leadership aptitude and empower themselves and others. By equipping Emerging Leaders with these critical skills, NYSCAA is ensuring that Community Action Agencies are able to continue the important work of helping people, changing lives - our mission that impacts hundreds of thousand of low and moderate-income New Yorkers every year.

Am I an Emerging Leader?

Good question! Ultimately, you are the only one who can answer this question. In addition to serving in a leadership-type position, such as an assistant/associate director, program director or manager, for example, we look for some or all of the following characteristics:

- Strong commitment to the Community Action mission
- Enthusiasm and desire to lead
- A thirst for new knowledge and professional experiences

What is the Process?

Up to 30 Emerging Leaders will be selected to take part in the 2012 Emerging Leaders Institute class. A maximum of two participants will be accepted from any one CAA.

NYSCAA will use the following criteria for selection:

- Number of years employed and type of experience at a Community Action Agency
- Commitment to Community Action as evidenced through an essay
- Timely completion of ELI application (due February 24, 2012.)

Sampling of ELI Topics

- **Public Policy/Advocacy**
- **Leadership/Management Skills**
- **Budgeting:Program & Agency**
- **Strategic Thinking/Planning**
- **History of Community Action**
- **Working with A Board of Directors**
- **Sustainability**
- **Program Development and Evaluation**
- **HR issues for leaders**
- **Presentation skills**
- **And more!**

Community Action Emerging Leaders Institute (ELI) 2012

Program Schedule

March 14 **Introductory Session** **2:00—5:00** **Albany, NY**

Learn more about the ELI program and meet your fellow Emerging Leaders. We will do an informal assessment of your leadership skills, talk about the ELI curriculum and mentoring component, and decide on a book for the group. Dinner will follow.

May 3-4th **ELI Management Seminar #1** **12pm-12pm** **Syracuse, NY**

The first Management Seminar will include workshops on topics such as the history of Community Action, non-profit corporate structure, budgeting, sustainability, among others. This will also be a networking opportunity.

June 19-21, 2012 **ELI Management track @ NYSCAA/NYSWDA** **Annual Conference** **TBA**

A special ELI Management Track will be included as part of this annual event, covering human resources topics such as employee performance evaluations, motivating and rewarding employees and more. Stay tuned for event details.

September 13-14th **ELI Management Seminar #2** **12pm-12pm** **Syracuse, NY**

Sessions at this ELI seminar will cover public policy and advocacy, strategic thinking and planning, program evaluation and more.

November TBA **Webinar or in person session** Topic to be announced base on participant feedback.

December TBA **Webinar** **10-11am** Wrap-up

Networking

Networking with fellow emerging and seasoned leaders is an essential element to the ELI. Networking opportunities include:

March 14th—6pm ELI Dinner in Albany* (Evening before the Symposium on Poverty & Economic Security)

April 28—6pm ELI Dinner in Albany* (after Day One of the WIPFLI Conference)

May TBA—2pm ELI Regional Round tables & lunch (Locations to be Announced)

June 19th—6pm ELI get-together* At the NYSCAA/NYSWDA Annual Conference

*Networking dinners are self-pay

Mentoring

Each ELI participant will be matched with a mentor-either a former ELI participant or a current Community Action leader-based on individual needs and interests. Mentors will be available to meet with Emerging Leaders both via conference call and at various in-person training events. Mentoring is a great way for emerging leaders to connect with existing leaders, during which mentors will share their experiences, thoughts on leadership, career lessons learned and more.



New York State Community Action Association
2 Charles Boulevard, Guilderland, NY 12084
www.nyscommunityaction.org

Program Includes:

- ELI Webinars
- ELI Management Seminars
- ELI Regional Roundtables & lunch
- ELI Management Track at Annual Conference
- Networking Dinners * (Self-pay)

Cost:

The 2012 ELI is free of cost for training. Participants will be expected to pay for costs associated with the trainings (food, hotel, travel, etc.)

Application Form

Mail or email no later than February 24, 2012.

Return your application to NYSCAA postmarked or emailed to jorr@nyscommunityaction.org no later than February 24, 2012, and an essay (as a Microsoft Word document of no more than 750 words) answering the following question:
Describe your commitment to Community Action, your hopes for your future career path, why you want to participate in ELI, and how you hope to benefit by participating in the program.

Name _____

Position(s) held _____

Agency _____ Time with CAA _____

Address _____

Address 2 _____

Email _____ Phone _____

ELI applications will be reviewed by a NYSCAA Board-led ELI committee. Questions? Call Jackie Orr at 518-690-0491, ext. 21 or email jorr@nyscommunityaction.org