

Application Package

2024-2025 New and Evolving Academic Leadership (NEAL) Program

Thank you for your interest in the 2024-2025 NEAL Program.

Please submit your entire application package **by May 16, 2024** to be considered for the program. If you would like to qualify for early bird tuition rates, you must be [registered as a CFD member](#) prior to submitting your application and submit your entire application package **by April 16, 2024**.

APPLICATION PROCESS

1. Complete the online application form ([click here to complete the form](#))
2. Submit the following documents via email to cfid@unityhealth.to:
 - Short CV – Please provide a CV (maximum 4 pages) that contains relevant details to this program (e.g your current and past appointments, faculty positions and relevant education)
 - 4-page Statement of Expressed Interest (specifics outlined below)
 - Signed Learner Contract acknowledging your understanding that program participants will be expected to attend all three modules and complete the required homework and assignments (*see below for Learner Contract*)

Note about your application & information storage/sharing:

We will be using Dropbox to store and share your applications with the selection committee. When you email your application components, they are downloaded and stored in a Dropbox folder until the selection committee review process has been completed. The committee members are only able to view your application and not download it onto their personal computers. Once the committee has reviewed and decisions have been made, the applications are removed from Dropbox and stored in our secure drives.

If you are given a conditional offer, your program sponsor will receive a link to a Qualtrics form to validate and confirm their provision of protected time and/or financial support to enable your participation in the program. The data from the Qualtrics form will be downloaded and saved onto our secure drives prior to the final offers of acceptance being extended to successful applicants. After this, the data will be removed off of the Qualtrics site/server.

If you would prefer for your application NOT to be uploaded/stored during the review process on Dropbox, please inform Manpreet at the time you submit your application components to cfid@unityhealth.to. Your application package will when be shared with review committee members via email. The committee members will be instructed to only view your application and not download it onto their personal computers.

Questions about the program, the application process or program fees can be directed to:

- Cate Creede, Program Lead, Centre for Faculty Development (cate@potentialgroup.com)
- Manpreet Saini, Education Coordinator, Centre for Faculty Development (manpreet.saini@unityhealth.to)

Statement of Expressed Interest

Instructions

Format: 4-page maximum, 12 point Times New Roman font, single spaced

Please craft a statement that describes your leadership experience, values and intentions and how NEAL will support you in this journey. Consider the questions below as prompts – none are mandatory except the first one. (It's important that you include a description of how you will specifically apply what you are learning in NEAL in action).

Everyone must include:

- Briefly describe a change project in an academic context that you wish to develop while in the program.

Optional prompts for the other parts of your statement:

- Are there aspects of your identity (e.g., gender, race and/or any other social identity categories) that you feel are particularly influencing your leadership development needs and desire for impact or influence right now?
- Why are you interested in the NEAL program at this stage in your career? What is the change, innovation or project that you are interested in pursuing through the program and beyond? What impact do you want to have?
- Please describe the leadership activities that you have been and/or are currently pursuing. What type of impact do you believe you are creating for individuals, the organization and/or the broader community?
- What are the values that you believe guide an inclusive and impactful leader? How have you demonstrated these values in your own leadership journey so far?
- What are some of the experiences that you have had to navigate in your life (e.g., personal circumstances, educational journey, career) that have shaped your sense of yourself as a leader to date? What have you learned about what's most important for you to influence your environment or the broader world in the way you most want?
- How do you see relationship-building as a crucial factor in leadership and systems transformation work? Can you provide an example of how you have engaged in collaboration within/across networks and relationship building in your leadership activities or otherwise?
- What is the most crucial system transformation that you would like to see in your sector? What do you think is required to bring forth this transformation? How might you contribute to that transformation?



NEW & EVOLVING ACADEMIC LEADERS

- How have you demonstrated your commitment to equity, diversity, inclusion, Indigeneity and accessibility through your leadership activities or otherwise? What do you see as opportunities for your growth and development in those areas?
- Who are leaders that inspire you? What are you interested in learning from other leaders? How would you work collaboratively with others to learn, share, and grow as a collective?

Please sign and submit this form as part of your application package

Learner Contract

1. As a NEAL participant, I will read and review all assigned reading associated with the course and prepare/submit any homework required.
2. As part of the requirements of the program, I will schedule time and commit to the scheduled time for conducting coaching sessions between modules with my assigned coach.
3. I commit to working on and completing a change project in an academic context throughout the course of the program. This project will be of interest to me and align with my personal and professional goals.
4. In order to be eligible to receive the Continuing Education Certificate, I understand that I must attend all days of the three modules and complete all program requirements.
5. I have a commitment from my sponsor to provide me with protected time to work on and attend the NEAL program.
6. I understand that once accepted into the NEAL program, I will be expected to make my own arrangements for accommodation in Toronto (where applicable).
7. I understand that should I be unable to maintain my participation in the program, the tuition is not refundable.

I, _____ have read and agree to the terms of the New and Evolving Academic Leadership Program. I am committed to attending and participating in the program and intend on completing the requirements of the program. I understand that the Centre for Faculty Development will make every effort to accommodate requests and assist participants to ensure they are successful in this endeavour. I am aware that eligibility to receive the CE Certificate is dependent upon successful completion of the program.

Signature

Date

Application Package Rubric

Values	Demonstrated by NEAL Applicant
Collaborative	<ul style="list-style-type: none"> Leadership potential - some experience in leadership activities (evidence shown through examples of community and/or organizational activities) Experience integrating a holistic approach to leadership, including prioritizing relationship building, supporting wellness within the organization and participating in mentorship activities (as a mentor and/or mentee) Potential to work and communicate effectively with others collaboratively within and/or across networks Genuine interest in working with, learning from and sharing with others Experience with team-building, building collaborative relationships and engaging diverse stakeholders Commitment to collaboration across networks
Reflexive	<ul style="list-style-type: none"> Demonstrated examples of developing qualities of empathy and self-awareness as a leader and areas for continued development and growth Leadership that prioritizes the importance of communication, empathy, and self-awareness An awareness of how to grow impact at individual, organizational and community level matched with potential to do so Commitment to personal growth
Inclusive	<ul style="list-style-type: none"> Demonstrate openness to developing as a leader committed to EDIIA who will consider diverse ideas and views and expanding knowledge and ways of knowing Demonstrated commitment to EDIIA and its importance in the sector Recognizes who is absent and should be included in key decision-making from past leadership experiences
Innovative	<ul style="list-style-type: none"> Demonstrate a strategic vision and plan for a project/idea that will grow impact at the individual, organizational, and/or broader community level Prioritizes the importance of wellness in organizations Interested in leading in the academic health sciences with community development and engagement at the forefront. Commitment to the expansion of ideas, knowledge, and ways of knowing Ability to apply learning towards a greater impact
Courageous	<ul style="list-style-type: none"> Ability to show humility and vulnerability in their leadership practice to date Demonstrates effort to disrupt or challenge the status quo Demonstrate long term commitment and concern for systems change in the sector along with a breadth of perspective on issues impacting the sector Leadership that prioritizes systems change/transformation in a multi-perspective environment