

2018 NONPROFIT EXECUTIVE LEADERSHIP CERTIFICATE PROGRAM

Application Deadline: March 16th, 2018

Nonprofit and public sector executives face challenges that are constant and complex. Leaders in these organizations must be efficient, effective and entrepreneurial while being accountable to the populations they serve. The Nonprofit Executive Leadership Institute (NELI) offers executive directors and senior managers, in both sectors, time and space to examine and refine their leadership and management skills while learning new theories and core competencies about nonprofit management. Our curriculum challenges both seasoned and new leaders to advance their skills and put the information learned into immediate practice. Our cohort-based model enables Fellows to integrate and test new techniques, then discuss the results with their peers.

WHO SHOULD APPLY TO THE NONPROFIT EXECUTIVE LEADERSHIP CERTIFICATE?

Applicants must hold a senior management position, such as Chief Executive Officer, Executive Director, Chief Operating Officer, Deputy Director, or Vice President. In some cases, directors of divisions or directors of development are accepted, based on their roles as senior managers in their organizations. Consultants are not eligible to apply to this program.

Fellows are drawn from many different sectors in the nonprofit and philanthropic communities, such as health, education, human services, arts and culture, housing, economic development, public law, and the environment.

Please contact Margie DuBrow, Director of NELI, if you have any questions regarding your eligibility for this program at 610/520-2650 or mdubrow@brynmawr.edu.

EXECUTIVE COACHING

Fellows complete leadership self-assessment instruments and a leadership 360-process where they receive feedback from bosses, peers, employees, and colleagues. They meet with highly experienced executive coaches to review their results and set goals for their professional development.

TRAINING CURRICULUM

Executive Leaders will participate in **nine days** of seminars specifically focused to the needs of executive leaders. Topics will include:

- Leadership Styles and Their Impact on Team Development
- Leading Systemic Change
- Strategic Thinking For Organizational Development
- Board Development and Governance
- Financial Planning and Management
- Analyzing Opportunities For Organizational Growth
- Managing Diversity and Inclusion
- Recruiting and Retaining A Diverse Staff
- Political Savvy: Leveraging Your Leadership Impact
- Managing Group and Organizational Dynamics
- Next Steps in the Leadership Journey

PROGRAM DATES:

All program days run from 8:30 to 5:00. They are held on campus at Bryn Mawr College.

Session I:	April 12th, 13th, and 14th
Session II:	May 10th and 11th
Session III:	May 18th
Session IV:	June 14th and 15th
Session V:	July 13 th

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ACTION PROJECTS:

Fellows write and initiate a plan for an Action Project that requires extensive team work. Projects focus on creating major systemic change to resolve a pressing organizational need.

LEARNING COMMUNITIES

Fellows participate in smaller peer-led Learning Communities. These communities become a non-judgmental place where Fellows can discuss their challenges as leaders in confidence. NELI Fellows appreciate the generous guidance they receive from their peers and their willingness to share information and resources. The diversity of viewpoints in each group nurtures creativity and problem solving.

ASSIGNMENTS

Executive Leaders will be required to:

- Complete a leadership 360 instrument.
- Complete required readings before each session.
- Participate in three sessions with an Executive Coach.
- Write a Professional Development Plan and give progress reports on that plan.
- Write and initiate a plan for an Action Project, focused on systemic change within their organizations
- Complete assignments in their Learning Communities.

TUITION

In 2018, the full cost of tuition for the program is **\$5,850**.

QUESTIONS?

If you have any questions regarding your eligibility for this program or about scholarship opportunities, please contact Margie DuBrow, Director of NELI, at 610/520-2650 or at mdubrow@brynmawr.edu.

Additional details on the program and scholarships are included in this packet on pages 3 through 5.

APPLICATION CHECKLIST

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Steps To Prepare Before Completing the Online Application:

- ☐ **Check your schedule to be sure that you can attend all 9 days of the program.**
If you are aware of any conflicts, please contact Margie DuBrow, NELI Director, before submitting your application. You may reach her at mdubrow@brynmawr.edu or 610/520-2650.

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- ☐ Print out a blank copy of the Online Application Form.
- ☐ Write your Application Essay.
- ☐ Prepare your resume to be uploaded in the Online Application Form.
- ☐ Gather the organization documents you will need to attach to your Online Application. (See below.)
- ☐ Determine how your tuition will be paid by you and/or your employer.
- ☐ Ask your Nominator to write a letter of Nomination and to complete Nomination Form Online.
 - Remind Nominator to attach their Letter of Nomination (*in WORD format only*) to the Nominator's Form and submit online

Submit your Application Form Online.

- 🍏 Complete the Online Application.
- 🍏 Attach your Application Essay to the Application Form. (*in WORD format only*)
- 🍏 Attach your resume to the Application Form. (*in WORD format only*)
- 🍏 Attach a copy of your organization's 501(c)(3) Tax Exemption Letter to the Application Form.
- 🍏 Attach a copy of your organization's most recent audited financial statement to the Application Form.

Complete your Scholarship Application.

- ☐ **If needed, complete the last section of the Application Form that describes the Scholarship Application process.**
 - Remember to attach a Scholarship Request Letter. (*in WORD format only*)
Be sure to carefully follow the directions for the scholarship letter.

SCHOLARSHIPS OFFERED THROUGH NELI

Each year, we raise scholarship funds from funders who support the work of nonprofit organizations in the Philadelphia five-county area and in southern New Jersey. Organizations are only eligible for scholarships if they have offices and serve clients in one of these areas.

NELI Scholarships are contributed by the United Way of Greater Philadelphia and Southern New Jersey, as well as by individuals and other local foundations. A limited number of partial scholarships are reserved for Fellows with the greatest need. *No full scholarships are available.*

Applicants apply directly to NELI for scholarships by March 16th, 2018. Early applications are encouraged for those applying for scholarships.

In addition, there are other funders who will make grants directly to your organization for funding for leadership development. These are described below. You can also go to our website page called **Program Fees and Scholarships** for more details.

SCHOLARSHIPS OFFERED BY FOUNDATIONS

TD Charitable Foundation: The TD Charitable Foundation will award grants to eligible organizations for their employees to attend courses that will enhance leadership development and job performance.

Applications must be submitted at least 30 days before attendance in the leadership development program.

More information can be found at:

https://www.tdbank.com/community/training_resource_fund_guidelines.html