



## 2019 Leadership Institute for Executive Directors

### Program Purpose

A four-day learning retreat, the *Leadership Institute* offers 18-24 nonprofit leaders with dedicated time and space to reflect, set goals, and develop action plans to not only strengthen their leadership, but to catalyze cultures of learning and shared leadership within their organizations.

The curriculum is rooted in leadership development best practices and a commitment to practical application. Participants will:

- cultivate a personal leadership vision;
- sharpen their ability to recognize and build on the strengths of themselves and others;
- develop coaching skills for developing the next generation of leaders;
- strengthen team leadership skills; and
- plan a learning strategy for themselves and their organizations.

The ultimate goal of the *Leadership Institute* is to increase the ability of each participant to shape and guide adaptable, effective organizations that are respected partners in creating, sustaining and improving Maine's quality of life.

*"[Leadership Institute] was just what I needed to get recharged and focused as a nonprofit executive. Co-participants represented a wide range of nonprofit types, with varying levels of experience. The facilitators were able to effectively move beyond differences to focus on the key factors common to us all as leaders. The mixture of tangible skill development, experiential learning and self-reflection made for a very rich and relevant experience. I highly recommend the Leadership Institute to anyone seriously committed to growth as a leader." ~2018 LI Alum*

### Schedule + Commitment

The 2019 Leadership Institute takes place **Tuesday, June 4 - Friday, June 7** at Unity College in Unity, Maine. A **sample schedule** is below and the final schedule will be made available upon acceptance into the program.

Day 1: Tuesday, June 4		Day 2: Wednesday, June 5		Day 3: Thursday, June 6		Day 4: Friday, June 7	
11am-1pm	Check-in	7am-8am	Breakfast	7am-8am	Breakfast	7am-8am	Breakfast
1pm-5pm	Welcome Session	8am-12pm	Morning Session	8am-12pm	Morning Session	8am-12pm	Morning Session
5pm-6pm	Free Time	12pm-1pm	Lunch	12pm-1pm	Lunch	12pm-1pm	Lunch
6pm-8pm	Social + Dinner	1pm-5pm	Afternoon Session	1pm-5pm	Afternoon Session	2pm	Closing Ceremony
		5pm-6pm	Free Time	5pm-6pm	Free Time	3pm	Institute concludes
		6pm-8pm	Social + Dinner	6pm-8pm	Social + Dinner		
				8pm-9pm	Evening Activity		

Attendance at all four days is required as well as completion of all pre-work for the program to ensure the best quality learning experience for participants.

- **Nonprofit Leadership 360 Feedback Assessment** - The purpose of the 360 feedback process is to help participants understand their relative leadership strengths and development opportunities.
  - Participants are provided with an individualized link through which the assessment will be completed by the participant and, ideally, a minimum of 6 to a maximum of 12-15 additional respondents including board members, staff, volunteers, and other colleagues.
  - This assessment has a total of 61 questions and should take no longer than 15-20 minutes to complete.

- **CliftonStrengths Assessment** - This online assessment measures an individual's natural patterns of thinking, feeling, and behaving. Participants will discover which talents they rely on to build relationships, think strategically, execute plans, and influence others to accomplish goals.
  - Participants are provided with a web link and individual code to complete this assessment and will need to print specified reports to bring with them to the program.

## Tuition + Application

Tuition includes room and board, all meals, two assessments, program materials, and one hour of private coaching in follow-up to the program.

- \$1,400 MANP Members
- \$2,000 Non-members
- Limited financial assistance is available, which can be requested as part of the application process.

Applications must be completed online and in one sitting. Application questions can be found [here](#) so you can prepare in advance.

## Deadlines

- **March 15:** Deadline to apply
- **March 25:** Applicants notified of acceptance and scholarship assistance
- **April 5:** Non-refundable deposit of \$250 due from accepted applicants
- **By April 26:** Pre-work sent to participants, including instructions on how to complete assessments
- **May 17:** Deadline to complete the Nonprofit Leadership 360 Assessment
- **May 22:** Tuition due in full\*

*\*If the tuition deadline presents a barrier, a payment plan can be arranged at the time of acceptance.*

## Questions?

Contact Katrina Ruffner, Director of Education, at 207-871-1885 or [KRuffner@NonprofitMaine.org](mailto:KRuffner@NonprofitMaine.org).