

National Council of University Research Administrators

NATIONAL
COUNCIL OF
UNIVERSITY
RESEARCH
ADMINISTRATORS

Established 1959

NCURA



*Leadership, like
everything else
in life that is vital,
finds its source
in understanding.*

John Mot

*Leadership occurs
at the juncture
of responsibility
and passion.*

Harrison Owen

LEADERSHIP DEVELOPMENT INSTITUTE



PURPOSE

NCURA understands the importance of developing and cultivating leaders to sustain and strengthen our organization. NCURA recognizes that future leaders can come from a variety of institutions and personal and career backgrounds. NCURA also understands that leaders need opportunities to learn leadership skills and to apply them. As NCURA grows and prepares for its future, it is looking for our next generation of leaders—those who are ready to demonstrate their commitment to the organization.

In 2003, NCURA developed a program to assist the organization in identifying and developing its leaders for tomorrow. This program is entitled the “Leadership Development Institute” (LDI).

BENEFITS OF PARTICIPATING IN THE LDI

LDI participants will be engaged in assignments throughout the year to develop and hone leadership skills that can benefit both personal and professional endeavors. In addition, those in the program will become part of a network of fellow members that will similarly be committed to NCURA in the years following LDI. To ensure connection to NCURA and a full understanding of the organization, a senior member of the organization will support each participant in the role of Advisor. Graduates of the LDI will be encouraged to serve in leadership roles throughout the organization, at its national and regional levels in areas such as task force members, program committee members and chairs.

*The idea flow from
the human spirit is
absolutely unlimited.*

*All you have to do
is tap into the well.*

Jack Welch

*If we did what we
are capable of
doing, we would
astound ourselves.*

Thomas Edison

LDI COMPONENTS

Advisor Program

An important component to any successful leadership-training program is an advisor program. NCURA’s Nominating & Leadership Development Committee will select a seasoned NCURA Advisor for each participant. Past NCURA officers and members of the Board of Directors, along with others who have served in leadership roles at both the regional and national level, will serve as selected LDI Advisors. Advisors will be available to LDI participants throughout the Institute to coach them on their leadership journeys and to serve as role models and resources for pursuing NCURA’s many leadership opportunities.

The Virtual Classroom

Beginning in January, LDI students will use the Leadership Development Institute’s Virtual Classroom to interact with each other and LDI’s professional leadership trainer/facilitator. Using a special web site, conference calls, chat sessions and an LDI list serve, participants will explore a curriculum using the framework suggested in Kouzes and Posner’s acclaimed *Five Practices of Exemplary Leadership*. There will be up to 4 hours a month of assignments including readings, exercises and leadership assessments such as the LPI and the MBTI. The class will also meet virtually approximately once a month to process as a community what they are learning.

Spring Retreat

In late spring/early summer, LDI participants will gather at a retreat setting for two and one-half highly interactive days with the LDI facilitator and NCURA leaders. The retreat will include sessions on using MBTI and LPI results for self development and management, communication, group dynamics, problem-solving, and “NCURA 101” and will use NCURA case studies and examples to reinforce the concepts and relate them specifically to research administrators. The students will decide the topics they want to pursue together for the rest of the year, including at the final face-to-face retreat in October.

Annual Meeting Workshop

LDI 2006 training will conclude at NCURA’s 48th Annual Meeting. The final training will pull the leadership development experience together and help the students plan the next steps in their leadership journey.

Graduation

Those 2006 LDI participants who complete the program will receive a certificate of completion during the Annual Meetings' Monday morning Plenary Session. Prior to this session, participants will be invited to attend a special breakfast where they will have the opportunity to meet their fellow LDI graduates. Additionally, a press release will be sent to each graduate's institution and community announcing the graduate's achievement.

LDI Reception 2005

2006 LDI participants who attend this year's Annual Meeting will be invited to a reception held in honor of current and past LDI participants.

ELIGIBILITY

Any current NCURA member who has been a member for at least 2 years is eligible to apply for the LDI. Self-nomination is permitted. Candidates must complete and submit the attached application and supporting materials to the NCURA office.

DEADLINE: Application packets must be received by NCURA no later than May 25, 2005.

COSTS

Paid for by NCURA: The year-long electronic classroom, facilitator, all books, and all on-site costs related to the spring Retreat, including room and meals. The final workshop during NCURA's Annual Meeting.

Paid for by your institution: All travel costs associated with travel to and from the spring Retreat and all costs associated with the NCURA Annual Meeting including registration, travel to and from the meeting, hotel and meal costs.

*To be successful, the first thing to do is
fall in love with your work.*

Sister Mary Laurette

*The taking of responsibility
is at the heart of leadership.*

Warren Bennis

THE APPLICATION PROCESS AND SELECTION OF LDI PARTICIPANTS

Candidates must complete and submit the NCURA Leadership Development Institute Application Form, along with an essay by the candidate and a letter of recommendation from their supervisor. The candidate may also include a current resume. The Candidate's essay should address how what specific leadership skills they wish to develop through LDI. In addition, the candidate should describe how their participation will enhance their individual professional development and contribute to NCURA and their home institution. The complete packet must be submitted to ldi2006@ncura.edu by 5:00pm EST, May 25, 2005.

Based upon the completed application provided by the candidate, the NCURA Nominating & Leadership Development Committee will look at the following criteria to help guide its judgment in selecting participants:

FIVE PRACTICES OF EXEMPLARY LEADERSHIP

- 1. Model the way.**
- 2. Inspire a shared vision.**
- 3. Challenge the process.**
- 4. Enable others to act.**
- 5. Encourage the heard.**

1. Statement from the applicant regarding how they will utilize the participation in LDI to demonstrate commitment to NCURA, enhance their personal development and contribute to their home institution.

2. Statement/letter from applicant's home institution supervisor: a) demonstrating the institution's commitment to supporting the applicant in their career development; b) acknowledging the value of NCURA as an organizational partner in supporting the applicant's career development; and c) confirming the willingness of the home institution to support costs listed above.

3. Previous participation and commitment to NCURA as demonstrated by involvement at the NCURA national or regional level.

The NCURA Office will notify each applicant of the selection (or non-selection) for the LDI.

QUESTIONS?

Contact NCURA

Phone: (202) 466-3894

Email: info@ncura.edu





"Participating in the Leadership Development Institute Class of 2004 was truly a wonderful experience. Learning from peers and wonderful mentors, who were so giving of their time and expertise, proved a very worthwhile approach for me. Gale Wood is truly a wonderful facilitator and made learning about leadership fun!..Thank you NCURA for affording me such a wonderful opportunity."

Liz Kennedy, LDI Class of 2004
Dublin Institute of Technology,
Ireland.



"I have had so many opportunities for growth in the organization since participating in LDI, and the people I have met and worked with have been phenomenal. I'm so glad I was able to be a part of the program and I can say unequivocally that I would do it again."

Jennifer Barron, LDI Class of 2003
Assistant to the Director
Massachusetts Institute of Technology



"The LDI 2003 experience continues to be one of my career highlights and is one of the best ways to become truly involved in NCURA activities."

Maggie Pyle, LDI Class of 2003
Director of Sponsored Programs
University of South Alabama

Thoughts from
the LDI
Classes of
2003 and 2004



"Before the LDI program, I perceived leadership to be an insurmountable challenge. The LDI program provided me the tools to enable me to enthusiastically embrace the journey to leadership in my institution. The LDI has opened a world of possibilities to me."

Mary Beth Curtin, LDI Class of 2004
State University of
New York at Binghamton



"I feel very fortunate to have been a part of the LDI experience. We had a great LDI "Class." We had a lot of fun and we learned a lot from our NCURA mentors and from each other. If you really want to get involved with NCURA, I can't think of a better way to do so than through the LDI program."

Jerry Pogatshnik, LDI Class of 2003
Associate Dean, Graduate School
Southern Illinois University at Edwardsville



"My involvement in LDI has inspired me to seek out additional NCURA leadership opportunities and new ideas for solutions to ongoing leadership challenges."

Lillie Ryans-Culclager,
LDI Class of 2003
Deputy Director
Stanford University





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NCURA Leadership Development Institute 2006 Application Form

Date Submitted: _____

Date Reviewed: _____

SECTION I:

Name _____

Institution _____

Position/Title _____

Business Address _____

Phone _____ Fax _____

E-mail _____

DOB _____ M/F _____ Year Joined NCURA _____ Region _____

Please fill out Section II or attach a current resume.

SECTION II:

EDUCATION

Institution	Degree	Field	Year
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PROFESSIONAL EXPERIENCE

Organization	Position/Title	Dates of Employment
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III:

SERVICE TO NCURA

Committee/Task Force	Role	Dates of Service

OTHER PROFESSIONAL AND COMMUNITY SERVICE

Organization	Role/Project	Dates of Service

SECTION IV:

CANDIDATE ESSAY

Please attach a brief statement regarding how your participation in the Leadership Development Institute will enhance your individual and professional development, as well as contribute positively to the future goals of NCURA and your home institution.

Candidate's signature _____

I recommend this applicant for the NCURA LDI and agree that he or she will be able to fully participate in the leadership activities as described in the program brochure. Our institution agrees to cover all travel costs associated with the candidate's participation in this program.

Candidate's Supervisor's signature _____

NCURA LEADERSHIP DEVELOPMENT INSTITUTE Submission Checklist

- Completed Application Form
- Current Resume *
- Candidate Essay
- Letter of recommendation from applicant's home institution (applicant's supervisor)

* *Optional*

Submit application materials on or before May 25, 2005 to Idi2006@ncura.edu.

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