

## Welcome to the **Recovery Leadership Academy**

Dear Recovery Community Friends,  
Please share this document with those you think will benefit from an intensive leadership development program. Applicants must be self-motivated, exhibit leadership potential and be open to change. **Applications and letters of recommendation are due no later than 5:00 pm September XX<sup>th</sup>.**

After reviewing this document carefully, if you have questions, contact Frederika Jones at [jonesf6@vcu.edu](mailto:jonesf6@vcu.edu).

### **WHY PARTICIPATE**

The Recovery Leadership Academy (RLA) provides opportunities to:

- Learn about leadership styles and develop individual leadership skills
- Receive individualized attention for leadership development
- Meet other developing leaders
- Have a practical experience to take into the “real world”
- Earn a certificate in leadership to validate the hours of training and project completion

### **WHAT DOES IT OFFER**

The RLA requires a commitment on the part of the Applicant **and** the Organization in which the applicant volunteers or is employed and incorporates a three-phase design:

**Phase 1. Assessment** – Accepted applicants, called Emerging Leaders, are required to undergo a formal assessment of their values and skills through standardized assessment instruments and a feedback process: Emotional Intelligence 2.0 and Myers-Brigg Type Indicator.

**Phase 2. Training Experiences** – Each month, Emerging Leaders (EL) receive training in the theory and practice of leadership. ELs are paired with a mentor and will be required to conduct a team project.

**Phase 3. Recognition** – The RLA culminates in the Emerging Leaders’ presentation of the team project at an **in-person** closing session in Richmond. A certificate of proficiency is awarded.

## DO YOU QUALIFY FOR THE PROGRAM?



### **BEFORE completing the RLA application:**

1. Review requirements below to see if you qualify.
2. Supervisor must agree to the time commitment.
3. Reserve training dates on your calendar now so that if you are accepted, there are no travel, work, training, or family commitments to interfere with your participation.



## **REQUIREMENTS TO PARTICIPATE IN THIS PROGRAM:**

***You must be able to answer yes to the following and be present at all training/meetings. No exceptions.***

1. I am a Certified Peer Recovery Specialist (CPRS) or a National Certified Peer Recovery Support Specialist (NCPRSS).
2. I have lived experience of recovery from mental health, substance use, gambling challenges **OR**
3. I have lived experience of navigating the behavioral health system as a parent or caregiver.
4. I am self-motivated, exhibit leadership potential, and am open to personal change.
5. I am committed to the behavioral health field.
6. I have a minimum of two years employed or volunteer experience in the field (part-time or full-time).
7. I have a good grasp of the behavioral health system: knowledge and experience of direct service in a variety of peer roles (PACT, IOP, ER, HFW, etc.)
8. I aspire to be in a leadership role and demonstrate leadership potential.
9. I have excellent organizational skills.
10. I am willing to commit to the entire process and available on ALL dates listed below.
11. My supervisor has agreed to my participation and will provide a recommendation for me.
12. I have experience in creating professional relationships and networks.
13. Upon graduation, I commit to serve as a Mentor for at least one cohort and ongoing involvement with the Recovery Leadership Academy.
14. I have excellent computer skills, daily access to a computer, email, and online resources between September 20XX and September 20XX, and am willing to participate in a virtual community.
15. I have participated in multiple Zoom meetings and able to interact virtually with colleagues.
16. Mandatory participation:
  - a. Two pre-training assessments
  - b. One 60-minute feedback session on assessments (Zoom)
  - c. EIGHT, 6.5-hour virtual training sessions and ONE in-person closing session in Richmond
  - d. Fully contribute to Capstone Team Project, Capstone Proposal, and Presentation
  - e. Meet with a mentor for 60-90 minutes per month from April to August.

17. My Supervisor/the SPONSORING ORGANIZATION is able and willing to support the leadership development of the applicant by allowing time for him/her to participate in the application process, pre-training assessments, eight, 6.5-hour training sessions, virtual meetings with their Capstone Team (on average 5-10 hours per month) and Mentor (2-4 hours per month), and the September 20XX recognition/closing event in Richmond.

## TO APPLY

1. Confirm with your supervisor and significant others that you can commit to the Academy.
2. Forward this entire document to your supervisor. They need to know how much time is required and agree to give you the flexibility to participate.
3. Supervisor: Click [here](#) to submit support of application and recommendation by **5:00 pm, Monday, September XX<sup>th</sup>**.
4. Applicant: Click [here](#) to submit your application by **5:00 pm, September XX<sup>th</sup>**.
5. **Incomplete applications will not be considered.**
6. Applicants will be selected by the Recovery Leadership Academy Selection Committee.

## NEED MORE INFORMATION?

[Join](#) the Zoom information session on **September XX<sup>rd</sup> from 12 noon to 1:00 pm.** and we will answer all your questions!

## ACCEPTED APPLICANTS

- Will attend all Training sessions
- Will participate in all Capstone team meetings – dates determined by team members
- Will coordinate meetings with Mentors – dates determined by you and your Mentor
- Will arrange work obligations, jury duty, doctor appointments, car repair, family vacations, childcare, etc. so that they do not conflict with these meetings.

**If you are unable to attend required meetings, you will be dismissed from the program.**

## IMPORTANT PRE-TRAINING DATES

Sep XX	Recruitment Letter & Applications – DBHDS Flash email blast
Sep XX	RLA Information Session, 12 Noon–1:00 pm
	<b>See if this program is right for you!</b>
Sep XX	Supervisor Recommendation due by 5:00 pm.
Sep XX	Applications due
Oct XX	Applicants notified of status: accepted or deferred
Oct XX	Deadline for Applicants to return signed Commitment Contract

**Note: If you are accepted, you are referred to as an Emerging Leader (EL)**

Nov XX	Deadline for ELs to submit to Frederika their favorite song, a happy photo, 6 bullet points that describe WHY you are who you are; available dates to meet with Dr. Ingram	
Nov XX	Deadline to complete assessments	
Nov XX-XX	Individual feedback sessions: ELs participate in <b>one</b> 60-minute session	<b>1 hr</b>
Nov XX-XX	Individual feedback sessions	
Dec XX-XX	Individual feedback sessions	

## **TRAINING SESSIONS 2nd Tuesdays 9:00am – 3:30pm** **52 hrs**

Tues Jan XX	Session 1	Virtual	Self-Awareness & Unconscious Bias	
Tues Feb XX	Session 2	Virtual	Leadership Models & Vision	
Tues Mar XX	Session 3	Virtual	Challenges & Joys of the RLA	
			Team Building & Motivational Techniques	
Tues Apr 14	Session 4	Virtual	ELs – Individual Leadership Development Plan	
			Mentor Orientation Training	
			Get to know your Mentor	
Tues May XX	Session 5	Virtual	Capstone Project & Proposal	
Tues Jun XX	Session 6	Virtual	Presentation Skills and Political Savvy	
Tues Jul XX	Session 7	Virtual	Business Side of Leadership & Transformational Leadership	
Tues Aug XX	Session 8	Virtual	Partnership & Coalitions	
Sep XX-XX	Session 9	In-Person	Closing Virginia Crossing Hotel	<b>7.5 hrs</b>

**Continuing education contact hours 60.5 hrs**