

LEAD THE WAY

BUILDING THE PIPELINE OF WOMEN OF COLOR LEADERS IN THE NONPROFIT SECTOR

JULY 13- JULY 18, 2010 • JULY 27- AUGUST 1, 2010
MIAMI, FLORIDA

EMERGING WOMEN OF COLOR EXECUTIVE DIRECTOR AND MID-LEVEL MANAGER LEADERSHIP RETREAT

Lead the Way is a unique capacity building and leadership initiative that provides support and training for women of color mid-level managers and emerging Executive Directors working in non-profit and community-based organizations.

PROGRAM PURPOSE:

Over the past decade, the nonprofit leadership deficit has been a paramount concern for organizations and foundations. The impending retirement of baby boomer executives and an influx of newly established nonprofits present a significant obstacle for the future of nonprofits. There is increased demand to develop talent within nonprofit organizations and identify leaders with promise who can lead social change initiatives of the future.

The Women of Color Policy Network's *Lead the Way* Leadership Retreat was developed to provide emerging Women of Color Executive Directors and mid-level managers with the opportunity to build their skills so that they can advance in their careers and effectively manage and sustain non-profit organizations.

PROGRAM GOALS:

- Promote networking and share best practices among organizations with similar goals and missions
- Identify women of color leaders with high potential and establish an on-going support network to exchange information and resources
- Create a diverse pipeline of talented non-profit leaders who will be prepared to take up leadership roles once transitions occur in organizations
- Identify challenges and barriers to success for women of color working in the non-profit sector.

INITIATIVE OVERVIEW:

Each year, the Network will select two national cohorts of 15-20 fellows to attend an intensive 5-day leadership retreat with some of the country's leading experts on leadership development, program management, fundraising, strategic planning, sustainability and other related topics. Over the course of the retreat period, fellows will receive between 25-30 hours of instruction and skill-development training.

RETREAT FORMAT:

Over the course of the five-day retreat, participants will attend skills building seminars on strategic planning and organizational capacity building; sustainability and managing growth; development and fundraising; hiring and firing; and program management and development. Expert consultants will facilitate all of the seminars.

In addition to the skills-building seminars, there will also be a series of Talk-Stories where participants will be able to share their experiences, exchange strategies, and lessons learned. The Talk-Story topics will be chosen collectively and facilitated by retreat participants.

LOCATION:

The Retreat will be held at the Eden Roc Hotel and Resort in Miami, Florida. To learn more about the resort, you can visit the resort website at www.boldnewedenroc.com.

SELECTION:

Lead the Way Fellows are selected through a competitive application process and must currently work in fields related to education, public service, social service delivery or social change. Applicants should have a demonstrated commitment to women and girls of color, people of color, low income individuals or marginalized communities.

RETREAT DATES:

- July 13- July 18, 2010 Executive Directors
- July 27- August 1, 2010 Mid-Level Managers

EXPENSES:

The cost to attend the retreat is \$2,700 per participant. Prospective fellows can apply individually or in partnership with a Foundation.

APPLYING WITH A FOUNDATION:

Prospective fellows can partner with a foundation to underwrite the cost associated with attending the retreat. Ideally, the applicant would be an existing grantee of the Foundation. If you are accepted as a fellow, the cooperative fee of \$400 will be waived.

APPLYING INDIVIDUALLY:

Prospective fellows can apply as the representative of their U.S. based non-profit organization. With the exception of a \$400 cooperative fee, the Women of Color Policy Network will cover the costs of travel, hotel and meals for retreat participants.

APPLICATION PROCESS:

Applications should be submitted no later than **May 24, 2010 5:00 p.m. EST**. Incomplete or applications received after the deadline will not be accepted or considered. You can expect a response regarding your application no later than May 31, 2010. **Phone interviews may be conducted.**

ELIGIBILITY REQUIREMENTS AND PREFERENCES

GENERAL ELIGIBILITY REQUIREMENTS:

- Only U.S. based non-profit organizations mid-level managers and Executive Directors are eligible.
- The applicant must have served as a mid-level manager or the Executive Director of her current organization for one full year at the time of the application.

- The applicant must currently work in fields related to education, public service, social service delivery or social change.
- The organization and applicant must have a demonstrated commitment to women and girls of color, people of color, low income individuals or marginalized communities.
- The Executive Director or mid-level manager must be between the ages of 25-38.

ELIGIBILITY REQUIREMENTS FOR EXECUTIVE DIRECTORS:

- Executive Directors must currently supervise at least two staff members, interns or volunteers.
- Executive Directors must meet all of the general eligibility requirements.
- Preference will be given to Executive Directors who have worked at their organizations for two years and/or supervise two or more staff members.

ELIGIBILITY REQUIREMENTS FOR MID-LEVEL MANAGERS:

- Mid-Level Managers must supervise at least one staff member, intern or volunteer.
- Mid-Level Managers must meet all of the general eligibility requirements.

In addition to the above requirements and preferences, participants are required to attend the entire retreat. Participants should also be available for a pre-retreat conference call, follow-up and evaluation of the initiative. As a part of the application process, all prospective fellows must complete an anonymous leadership survey. Once your application has been submitted you will receive an email with a link to our anonymous leadership survey.

APPLICATION GUIDELINES AND REQUIREMENTS

Applications can be downloaded on our website at www.wagner.nyu.edu/wocpn. All applications must be submitted electronically to wagner.wocpn@nyu.edu. No hardcopy applications will be accepted. The deadline for submission is **May 24, 2010 at 5:00 p.m. EST**. Incomplete or applications received after the deadline will not be accepted or considered.

If you have questions regarding the application, please send an email to wagner.wocpn@nyu.edu. No phone calls please.



The Network would like to thank American Express Philanthropies for its support of this initiative.



LEAD THE WAY APPLICATION 2010

WOMEN OF COLOR POLICY NETWORK LEADERSHIP RETREAT APPLICATION

CHECK ONE: Mid-level Manager Executive Director

Name: _____

Organization: _____

DEMOGRAPHIC INFORMATION:

Race/Ethnicity: _____

Nationality: _____

Date of Birth: _____

Geographic Location: Check all that apply

West Mid-west South Northeast

Rural Suburban Urban

CONTACT INFORMATION:

Mailing Address: _____

Contact telephone: _____

Best Time of Day to Contact:

Morning Afternoon Evening

Contact E-mail: _____

Website: _____

For Mid-Level Managers only:

Executive Director's Name _____

Office/Contact telephone _____

ORGANIZATIONAL INFORMATION:

Issue and Program Areas (Please check one):

- Human Rights
- Women’s Rights
- Reproductive Rights and Justice
- Migrant and Refugee Rights
- HIV/AIDS
- Public and Social Policy
- Racial and Economic Justice
- Peace and Security
- Violence Against Women
- Other: _____
- Civil Rights and Civil Liberties

Organizational Mission Statement:

Month and Year Organization Founded: ____/____

Number of Paid Staff: _____ Number of Volunteers/Interns: _____

Annual Budget in Dollars for Last Audited Fiscal Year (include year):

PLEASE ANSWER THE FOLLOWING QUESTIONS:

- In 300 words or less, please tell us what you hope to gain from participating in the retreat and why you would like to attend. Please attach additional sheets if necessary.

- What issues or topics would you like to see addressed during the retreat: Please indicate your top three choices. (Note: Your answers will determine what issues topics we address during the retreat.)
 - Capacity-building
 - Sustainability
 - Strategic Planning
 - Fundraising: Cultivating Major Donors
 - Creating a development plan
 - Transition and Growth
 - Program management
 - Staff Management and Supervision
 - Program planning
 - Other: _____
 - Hiring/Firing

- Please briefly highlight the skills and experience you will bring/share with the other participants.

- Describe your experience advocating for women of color and/or communities of color, low-income individuals or marginalized communities.

- In your opinion, what are the most important issues facing women of color, communities of color, and low-income individuals (2-3 sentences)?

REFERENCES:

In addition to the application, applicants must submit two letters of support. For mid-level managers, one reference letter should come from the Executive Director of the non-profit organization. If you are applying in partnership with a Foundation, one letter of support should come from the program officer. Reference letters are due on May 24, 2010 at 5:00 p.m. EST.

Please email completed applications to the Women of Color Policy Network at wagner.wocpn@nyu.edu.

COMPLETE ONLY IF APPLYING WITH FOUNDATION:

Name of Foundation: _____

Contact Person/ Program Officer: _____

Phone Number: _____ Website: _____

Email: _____

Your Relationship to Foundation:

Grantee

Employee

Member

Other: _____

Please provide a brief statement about your relationship to the foundation.

Has the foundation agreed to underwrite your participation in the retreat?

Yes No

If no, has the foundation agreed to underwrite your participation if you accepted as a participant?

Yes No

FREQUENTLY ASKED QUESTIONS

WOMEN OF COLOR POLICY NETWORK LEADERSHIP RETREAT APPLICATION

HOW MANY PARTICIPANTS WILL BE SELECTED?

We will select 15 fellows for each cohort. Competitive applications are those that closely fit within the guidelines/preferences outlined in the application or are partnered with a foundation.

HOW WILL THE PARTICIPANTS BE CHOSEN?

Participants will be chosen based on the eligibility and preference criteria outlined in the application. In the event that we have more applications than available slots, we will conduct phone interviews.

WHEN IS THE DEADLINE FOR APPLICATIONS?

All applications must be received by 5:00 p.m. on Monday, May 24, 2010. You can send the applications electronically. We will not accept faxed or mailed applications. You will receive a confirmation of receipt. We are not responsible for applications not received or that can not be opened using Microsoft word or adobe acrobat reader.

HOW LONG IS THE RETREAT?

The retreat lasts for five days. It begins on July 13 and ends on July 18th 2010 for Executive Directors. It begins July 27 and ends on August 1, 2010 for Mid-Level Managers.

WHAT HAPPENS IF I CAN'T ATTEND THE ENTIRE RETREAT?

Unfortunately, you will not be accepted as a participant. Because of the structure of the program, it is important that participants are able to attend the entire retreat.

ARE THERE ANY FEES?

Yes. Once accepted each participant must pay \$400.00 towards her participation. This fee is due by June 10, 2010. This fee will be waived if your participation is underwritten by a Foundation or supporter.

WHEAT IF I ATTENED THE RETREAT BEFORE, CAN I APPLY AGAIN FOR THIS YEAR?

Absolutely. The content of the retreat will be based on the needs of this year's incoming class. However, preference will be given to first time applicants.

IS THERE ANY PREP WORK REQUIRED BEFORE THE RETREAT?

Yes, but very minimal. We will have one pre-retreat teleconference to discuss the details, announce the seminar topics, and answer any logistical questions.

WHEN CAN I EXPECT TO HEAR BACK FROM WCPN REGARDING MY APPLICATION?

You can expect a response regarding your application no later than May 31, 2010.