



## Notification of application

To be reviewed and completed by the applicant's supervisor or administrator

\_\_\_\_\_ has applied to the AdoptUSKids Leadership Development Program (APLD) program of AdoptUSKids. APLD is a 12-month program. The fellowship is designed to develop skills of emerging minority leaders working in child welfare. Through the program, fellows will acquire competencies specific to policy, practice, research, and transformational leadership, all with an overlay of adoption, guardianship, and kinship.

### Criteria for eligibility

To be eligible for this program, candidates must currently be working in direct services in the child welfare field and have worked in child welfare for a minimum of five years in the US, including its territories and tribal nations. Although there is no specific cap on the number of years working in direct services in the child welfare field, the fellowship is designed for emerging leaders. Candidates should have a minimum of an undergraduate degree.

APLD is open to people from historically disadvantaged culturally/ethnically/racially diverse groups who have historically had a disproportionate number of children in care, including:

- American Indian Alaska Native
- Black or African American
- Hispanic or Latino

In addition, APLD candidates should be:

- Seen as promising leaders and have a reputation for intellect, thoughtfulness, and collaboration.
- Comfortable interacting in virtual collaborative spaces, such as video conferencing and online courses.
- Able to devote time away from home/work to focus and actively participate in APLD.
- Committed to pursuing systemic changes for children, youth, and families who are moving toward adoption or guardianship or who have already achieved permanency.
- Interested in advancing their skills and knowledge of foster care, adoption, guardianship, and kinship.
- Motivated to become transformational leaders.

- Committed to personal growth and learning and being part of a community of learning.
- Committed to attending all virtual and in-person meetings, being present, and being engaged.
- Committed to put their acquired leadership skills into action upon completion of the fellowship.
- Willing to complete an action research project related to adoption, guardianship or kinship during the fellowship.

If the candidate is selected to participate in the fellowship, we ask their employers to clear some time for them during the regularly scheduled work day to complete the fellowship. Not only will fellows gain skills that will enhance their capacity within your organization, they will work on an action research project that could provide valuable information for your agency. Listed below is the estimated amount of time candidates will need to dedicate to APLD throughout the fellowship.

Fellows will participate in the following activities:

Fellowship month	Activities	Total estimated hours (work and personal time)	Estimated hours only during work time
<b>First month</b>	<ul style="list-style-type: none"> <li>• Participate in a three-day on-site meeting</li> <li>• Attend an introduction webinar</li> <li>• Meet with the APLD program manager via phone</li> </ul>	35	34
<b>Months in between first and last</b>	<ul style="list-style-type: none"> <li>• Participate in group coaching</li> <li>• Meet with APLD program manager via phone</li> <li>• Complete structured online work</li> <li>• Work on their ARP</li> </ul>	24	12
<b>Last month</b>	<ul style="list-style-type: none"> <li>• Participate in a three-day on-site meeting</li> <li>• Meet with the APLD program manager via phone</li> <li>• Complete their ARP</li> </ul>	43	33

- Complete an action research project (ARP) on a topic related to adoption, guardianship or kinship that can benefit their state/territory/tribe/agency.
- Attend two, fully paid, in-person meetings in Washington, DC. Both meetings will be filled with three days of intensive skill-building and networking opportunities.
- Participate in zoom meetings with the APLD staff to discuss their ARP and progress within the

fellowship.

- Complete online courses on transformational leadership, research, practice and policy.
- Participate in monthly group coaching calls with other fellows from their cohort.
- Attend monthly webinars on topics that enhance the learning done through the action research project and online curricula.

## Supervisor agreement and benefits

In order for this program to be effective, we require that the fellows receive support from a supervisor or manager at their state/territory/tribal nation/agency who can help them with their action research project and ensure that they have access to information, people, and data that may be required for successful completion of their project. This person will officially serve in the role of mentor for the APLD fellow.

The supervisor or manager who is identified as the mentor will also be required to attend the two fully paid in person meetings in Washington, DC. The mentors will receive guidance on how to be an effective mentor and have an opportunity to meet with other mentors on a quarterly basis.

Although the fellowship will require the applicant to dedicate time during work hours to this program, fellows and mentors who have participated in a prior minority leadership program found it to be beneficial for both the fellow and their organization:

- Participation in the APLD program gives you an opportunity to invest in a staff person and provide them with a platform to dedicate time to work on and potentially resolve a challenge/issue that has been identified at the local level.
- Fellows gain skills that will enhance their capacity within their organization and work on an action research project (ARP) that could provide valuable information for your agency.

Signing below indicates that you have reviewed this document and that you understand that if the applicant is selected as a fellow, it will require them to devote time during regular work hours as estimated above.

If you require additional information, please email [mpld@adoptuskids.org](mailto:mpld@adoptuskids.org).

Printed name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_