

1975 - 2009



34 Years Strong

Professional Development Institute
"Leadership & Management in Context: Vision, Character, and Competence"
N4A National Conference – Miami Beach, Florida
Miami Beach Resort & Spa & Miami Dade Community College
June 9 (evening) – June 11, 2009

In an effort to advance the professional development of those seeking to provide leadership to student athlete support service units around the country, the N4A conducts a professional development institute designed for men and women who have been recently hired or demonstrated the potential to serve as a director of a student athlete support service unit within the next one to three years.

The Institute is comprised of a series of interconnected intensive and interactive sessions facilitated by seasoned unit directors who are dedicated to mentoring and developing new and aspiring directors. Session topics include the following:

- ❑ Leadership, Management, and Campus Diplomacy
- ❑ Human Resource and Program Management
- ❑ Strategic Planning, Unit Budgeting, and Facility Management
- ❑ Navigating the Unit Director Search Process

The Institute continues throughout the year through mentoring, conference calls, research and professional journal article reviews, and on-line chats.

The Institute is limited to 20 participants chosen through a competitive application process.

To apply, submit the PDI application form, personal statement, and a letter of recommendation/nomination from your current supervisor or director **no later than March 16, 2009**. Applicants selected to participate will be notified no later than March 25, 2009. Those selected must submit a registration fee of \$100.00 to the N4A National Office by April 15, 2009. Scholarships are available for those expressing financial hardship on a case-by-case basis.

Participants are responsible for lodging costs (\$149 plus tax per night for single, or double occupancy). Complete hotel reservation information will be sent to each participant after selections have been made.

For more information about the N4A Professional Development Institute, contact Kim Durand at:

Durand@u.washington.edu or **206-221-3551**

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N4A National Conference – Miami Beach, Florida
June 9-11, 2009**

Name: _____ Title: _____

Institution: _____ Type: 2 yr. 4 yr.

Mailing Address: _____

Telephone: () _____ Fax: () _____

E-mail Address: _____ Education/Highest Degree Earned: _____

Ethnic Background: _____ Athletics Conference Affiliation: _____

N4A Region _____

My current responsibilities include (circle all that apply):

- | | | |
|------------------------------------|----------------------------|--|
| Academic Counseling | Coaching | Initial/Continuing Eligibility Certification |
| Awards and Recognition Programs | Community Service/Outreach | Learning Disability Services |
| Budgeting/Financial Management | Development/Fundraising | Life Skills Programming |
| Career Development Services | Facility Management | Personnel Management |
| Student-Athlete Advisory Committee | Study Hall Supervision | Technology Services |
| Tutorial Services | Other: _____ | |

Please submit ALL of the following BY MARCH 16, 2009:

- Completed Application form
- Letter of Recommendation/Nomination from your current Supervisor/Director
- One-page personal statement (350 words maximum) explaining why being a participant in the N4A Professional Development Institute (PDI) is significant to you. Specifically, how do you feel your participation in the PDI will support your professional aspirations?

The Institute's Commitment

Professional Development Institute will provide recognized faculty from, higher education and athletics communities, as well as meals and program materials. The Institute will also provide continuing education in the form on mentoring and distance learning.

The Professional Development Institute will be administered and coordinated by the National Association of Academic Advisors for Athletics.

Institutional Commitment

If selected, the participant's institution agrees to:

- Provide travel and lodging costs associated with the 2 day workshop.
- Support the enrollee as necessary with the completion of Institute assignments that will enhance the understanding and application of the content areas of each session.
- Allow enrollee time to connect with mentor and actively participate in distance learning activities.

Signed: _____
Supervisor

Enrollee Commitment

If selected, the participant agrees to:

- Attend each of the sessions (June 9 (reception in pm), 10, 11 (half day)
- Complete assignments to enhance the understanding and application of the content areas.
- Regular connect with PDI mentor to discuss assignments, on-going development, and additional professional development opportunities.
- Actively participate in distance learning activities.

Signed: _____
Applicant

Return to: Kim Durand
Associate Athletic Director for Student Development
University of Washington Athletics
Box 354070
Seattle, WA 98195-4070
206-221-3551 Office
206-616-5813 FAX

Application deadline: MARCH 16, 2009