

The NEOA Arnold L. Mitchem Leadership Institute
“Leading With Heart, Mind, and Soul”

AMLI 2024-25

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The NEOA Arnold L. Mitchem Leadership Institute

“Leading With Heart, Mind, and Soul”

AMLI 2024-25

Application period: April 15 - June 7

To apply or learn more, email: craigwerth.leadership@gmail.com

- Three, 3-Day Retreats in November, January and March, plus session at NEOA Conference in 2025 (retreats held at a center in Western New Hampshire).
- Cohort of up to 14 Educational Opportunity professionals from a variety of TRIO and GearUp programs throughout New England. All positions and of experience welcome – student counselors, advisors, coordinators, directors+
- Training, Assessment, and Group Process around Leadership Styles, Communication Skills, Conflict Management and many other topics selected by Participants (these have included: “Imposter Syndrome,” “Building Your Social Media Reach,” “Representing Our Work At Our Institutions,” “Self Care for EO Professionals,” and many more.)
- Total Tuition of \$750 (typically, a grant-allowable cost) which supplements the cost of all programming and materials, lodging and meals for retreats, the majority of which is covered by NEOA. Transportation and attendance at 2025 NEOA conference to be provided by participants and/or their programs.

“I am passionate about exploring leadership with a small group of dedicated folks who share deeply held values, and who, invariably, form a lasting community in friendship and collegiality as we learn, and support, and grow in strength and effectiveness together.” – Craig Werth, Director since 2014



AMLI class of 2022-23

APPLICATION (Part 1 of 3)
NEOA ARNOLD L. MITCHEM LEADERSHIP INSTITUTE (AMLI) 2024-25

Name: _____

Title/Position: _____

Program: _____

Work Address: _____

Work Phone/Other: _____

Email Address: _____

Years/Months in Current Position: _____

Please list up to three of your most recent positions prior to your current one, including dates:

Education - Degree(s), Date(s), Institution(s): _____

• **AVAILABILITY** – Please ensure, to the best of your ability, that you will be available for the following dates (*Note: due to unforeseen circumstances, dates may be adjusted (usually within 2 to 7 days of the original), with notice to applicants and prior to enrollment*):

Session 1: Nov 6-8, 2024 (Wed-Fri); **Session 2:** Jan 8-10 (Wed-Fri); **Session 3:** Mar 3-5 (Mon-Wed); **Session 4:** (NEOA Conference April 2025, generally early April, W-F

- **PERSONAL STATEMENT** – complete and attach PERSONAL STATEMENT (See Part 2)
- **PROFESSIONAL REFERENCE** – provide PROFESSIONAL REFERENCE (See Part 3), either attached to this application or mailed directly by referee to **Lynn Ploof-Davis**, address below.
- **ALL materials must be received or postmarked by Friday, June 7, 2024**

Submit Application to: **Lynn Ploof-Davis (NEOA Professional Development Chair)**
University of Maine at Farmington
252 Main St., Room 202, Farmington, ME 04938
207-778-7297 (w) 207-491-6862 (c)

PERSONAL STATEMENT (Part 2 of 3)

NEOA ARNOLD L. MITCHEM LEADERSHIP INSTITUTE 2024-25

Please provide us with a personal statement (up to 1000 words) that describes your interest in The Arnold L. Mitchem Leadership Institute. Address the following:

1. What is your current position and what are the various leadership roles you perform?
2. What is it that you value about the work that you do and what keeps you motivated?
3. What are your professional goals now, in five years, and in ten years?
4. What are some of the strengths and challenges of your leadership style?
5. What do you hope to learn and what skills do you hope to develop at the Institute?
6. Describe your supervisor's support of your participation in The Leadership Institute (all 4 sessions) and, if relevant, their willingness to cover the Institute fee and travel costs, and to provide leave-time. If your supervisor is not willing or able to provide such support, please explain how you intend to meet these requirements.

Please submit your personal statement on separate sheets. Sign and attach this page.

Name: _____

Signature: _____

Date: _____

• **NEOA Membership** - please check one:

_____ I am currently a member of NEOA

_____ I have submitted my membership form and fee for 2024-2025

membership form: http://www.neoaonline.org/m_newmember.php

• **Optional information:** Race/Ethnicity (check all that apply)

☐ - African American/Black

☐ - Latino/a, Hispanic

☐ - Asian

☐ - Biracial/Multiracial

☐ - American Indian/Alaskan Native

☐ - Native Hawaiian/Pacific Islander

☐ - White

☐ - Other _____

Preferred Personal Pronouns _____

PROFESSIONAL REFERENCE (Part 3 of 3)

NEOA ARNOLD L. MITCHEM LEADERSHIP INSTITUTE 2024-25

The individual listed below is an applicant for the NEOA Arnold L. Mitchem Leadership Institute, a year-long initiative designed to provide TRIO/GEAR UP/EOP professionals with an opportunity to enhance their leadership skills and, in turn, strengthen the programs they serve. The Institute seeks individuals who have demonstrated a strong commitment to their work and who are motivated to develop their professional skills so that they might have an even greater impact at the local, state, regional, and national levels.

We ask that you provide us with a candid assessment of this applicant for this offering and his/her capacity for leadership.

Name of Applicant: _____

Referee Name/Title: _____

Connection to Applicant: _____

How long have you known the applicant? _____

Use this space and the back of the page, as necessary, for your comments.

Signature: _____ Date: _____

Please **return to applicant, or send by June 7, 2024 directly to:**

Submit Application to: **Lynn Ploof-Davis (NEOA Professional Development Chair)**

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252 Main St., Room 202
Farmington, ME 04938
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“AMLI” – The Arnold L. Mitchem Leadership Institute for 2024-25

What is it and is it for you?

From AMLI Director, Craig Werth



About AMLI – Cheers! I’m Craig Werth, Director of the Arnold L. Mitchem Leadership Institute (AMLI, *pronounced “am-lee”*), since 2014. My connection with AMLI goes back to when it was conceived of, in 1997. I was at that first meeting of NEOA past presidents as they met to develop a way to foster the long-term health of the organization, and support its members and the mission of educational opportunity that we all serve. Fully established in 1998, the NEOA Leadership Institute is designed to provide participants an opportunity to build strong leadership skills and, in turn, enhance their program’s ability to expand educational opportunities for the students they serve. AMLI is a year-long program of leadership development that meets for three, 3-day retreats during the year and culminates with a fourth gathering and presentation at the annual

NEOA conference.

Who is it for? The Institute accepts up to fourteen EOP professionals with varied levels of experience for a year-long exploration of leadership styles and practice, working with experts from both within and outside the TRiO/GEAR UP/EOP community. Participants will engage in a variety of experiences, designed and expertly facilitated, to cultivate deep self-awareness, and strengthen their individual abilities and the programs they serve. They will work collaboratively with fellow EOP professionals from across New England; examining their careers and achievements; setting and/or rededicating themselves to short-term and long-term goals; and confronting professional challenges with renewed awareness, insight, creativity and confidence.

The Institute Design and Cost - The Institute will meet at the Pilgrim Pines Retreat Center in Swanzey, New Hampshire (southwestern NH) for three, 3-day sessions in the months of November, January and March, -- from 1:00 PM on Day 1 to 1:00 PM on Day 3.

We will also have a final meeting and group presentation at the NEOA Annual Conference in April of 2025. In addition to full participation at all sessions, participants will be expected to read a modest amount leadership material and complete short assignments between the sessions. NEOA will cover the costs of programming, lodging and meals during each of the three sessions over and above the tuition cost. *Participants and/or the programs they represent will be expected to cover travel expenses for sessions and costs related to the NEOA Annual conference.* The Institute tuition fee for this year is \$750. This tuition fee is an allowable cost for TRIO and GEAR UP.

Application Process – Applicants must be a current member of NEOA and submit a 3-part application by June 15, 2024. Visit here for the application: [https://www.neoaonline.org/a_professional li.php](https://www.neoaonline.org/a_professional_li.php)

Participants will be selected by a committee of NEOA Board members based upon the strength of the application, with special attention given to the personal statement and to the applicant's demonstrated commitment to their community and profession. The committee will select some participants who have considerable experience and some who are relatively new. The compliment of “seasoned” and new participants has created a potentially positive synergy in the past. The selection committee will strive to ensure that each class of participants represents the rich diversity of the NEOA membership and includes participation from different ethnic groups, programs, and geographic areas of our region.

I'm proud to serve as Institute director once again. I humbly follow in the footsteps of some amazing leaders. I was a participant myself in one of the earliest classes, and I served as a presenter for several more years. My enduring connection with NEOA through this role is a great honor and opportunity for me – to reconnect, to put in practice my own leadership style, and to guide and learn from the community of educational opportunity champions who will form the class of 2024-25. After reviewing this information and the application process, please do not hesitate to contact me directly with any comments or questions. Thanks to the Board of NEOA for their support and trust, and to previous directors, especially Gerry Ellis and Sigh Searles, who provided support and an excellent foundation of work for me to draw from and build upon.

Craig

Contact: Feel free to contact me with any questions about the institute.

Craig Werth – 603-327-9792, craigwerth.leadership@gmail.com.



Some members of AMLI class of 2021 with our institute's inspiration and namesake, Dr. Arnold L. Mitchem, at the NEOA conference in Portsmouth, New Hampshire.