

A blue-tinted photograph of two healthcare professionals. On the left is a man with short hair, smiling, wearing dark scrubs. On the right is a woman with long dark hair, smiling, wearing dark scrubs and a stethoscope around her neck. Her arms are crossed.

# Florida Nurses Leadership Academy

2018

Florida Nurses Association  
P.O. Box 536985  
Orlando, FL. 32853 6985

# Florida Nurses Leadership Academy

A Corporate Special Interest Group of the Florida Nurses Association and the Florida Nurses Foundation

## Description

The Florida Nurses Leadership Academy (FNLA) is a partnership program of the Florida Nurses Association (FNA) and the Florida Nurses Foundation (FNF) with the purpose of developing future nursing leaders. The goal is to provide tools, education and opportunities to registered nurses to assist them in becoming active members and skillful leaders in the Florida Nurses Association.

## The Participants (Associates)

A maximum of two (2) registered nurses will be selected from each of the eight (8) regions of the Florida Nurses Association, for a possible total of 16 associates each year. A new class of FNLA associates will be appointed each year and will be involved in FNLA for a period of two years. In the first year, the associate will receive mentoring into potential leadership roles in the FNA. In the second year, the associate will transition to a mentor role for new associates. Membership in the FNLA is continuous for the life of FNA membership.

## Eligibility Criteria

1. Must have an active paid membership in the Florida Nurses Association
2. Must have an active, unencumbered Registered Nurse license in the State of Florida
3. Must have at least one year of experience as a Registered Nurse

## Application process

Application packets will be distributed to members of FNA. The FNLA applicant must provide evidence of leadership or advocacy activities in their work environment and community volunteerism.

The completed application packet must be received in the FNA office on or before **January 31, 2018**. Incomplete applications will not be reviewed. Recipients will be notified of Associate appointment no later than February 28, 2018.

## Checklist of required documents for application packet

- Completed application form, including personal statement on the importance of nursing leadership and what leadership means to you
- FNA Membership Number
- Current resume or CV
- Letter of support from fellow nurse at place of employment, who is currently in a leadership role such as a charge nurse, attesting to leadership qualities and/or activities.
- Letter of reference from a nursing professor, work supervisor, or committee chair (nursing-related) attesting to leadership qualities.
- Agreement to assume a leadership role within FNA or run for an elected position within FNA (e.g., FNA SIG, FNA Committee, FNA Board)

## Selection Process

A selection committee will review all applications received by the published deadline and notify associates of acceptance to the FNLA. Members of the selection committee will be appointed by the FNA President, with the exception of the FNF appointment. Committee members will serve for a term of one year and may not serve more than six years consecutively. Nominees to the selection committee must be a current member of the FNA with full membership privileges. Members may self-nominate to serve on the FNLA selection committee.

## Composition of the selection committee

FNA Leadership Development Committee Members (at least one of the committee members must be a current elected member of the FNA Board of Directors and at least two members must be FNA members in good standing with full membership privileges)

## **Expectations of Florida Nursing Leadership Academy Associates**

Associates will be guided by a mentoring team and are expected to engage in at least **eight (8) leadership** or advocacy activities during the program year. Ideally, these activities will be spread throughout the year and include a blend of observation and active participant experiences (see below).

### **Required Activities (Associates are expected to participate in all listed activities):**

- Attend FNLA orientation
- Participant in conference call with FNLA Mentor at least quarterly
- Submit quarterly activity report (January, April, July, October)

### **Observation Experiences (Choose at least two during the year):**

- Attend a Board meeting of FNA or FNF (face-to-face or conference call)
- Attend a FNA Committee or Task Force Meeting
- Join a Special Interest Group
- Write an editorial opinion to a local newspaper
- Attend a Florida Board of Nursing meeting
- Attend ANA Membership Assembly
- Attend a Quality and Unity In Nursing (QUIN) Council Meeting

### **Participation Experiences (Choose at least three during the year):**

- Present about FNA at a local Regional FNA meeting
- Serve in FNA appointed position
- Assist with an FNA event (planning committee, event volunteer, etc.)
- Run for FNA elected position (after 1 year membership)
- Attend FNA Membership Assembly
- Submit a Clinical Excellence Exemplar to FNA
- Attend FNA Advocacy Days
- Participate in Special Interest Group discussion or activity
- Participate in a Regional meeting or conference call
- Submit a Reference Proposal to the FNA Reference Committee
- Become a Legislative District Coordinator (LDC)
- Develop a relationship with at least one local state legislator
- Spend a day in Tallahassee with an FNA Lobbyist during session
- Testify before a Legislative Committee
- Present at a FNA conference
- Write an article for The Florida Nurse or Focus on the Foundation
- Serve as contact or mentor to new grads in FNA
- Make a donation to the Florida Nurses Foundation
- Organize a local Regional FNA event

# Application

## Florida Nurses Leadership Academy

A Corporate Special Interest Group of the Florida Nurses Association and the Florida Nurses Foundation

### Applicant Information

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

The best way to reach me is by:  Email  Mobile Phone  Home Phone

FNA Member Number: \_\_\_\_\_

### Educational Experience

Type of program:

- Initial RN preparation (ASN, BSN)
- 2nd degree accelerated program
- RN to BSN program
- Masters
- PhD or DNP

How long have you been a nurse? \_\_\_\_\_

Florida RN License number: \_\_\_\_\_

Is your Florida RN an active, unencumbered license?  Yes  No

### Leadership Activity

Provide evidence of leadership or advocacy activities.

<p><b>Professional Association</b> List activities, offices held Attach membership card.</p>	
<p><b>Work activities</b> List membership(s) or name of committee, activities, regularity of meetings, committee work</p>	
<p><b>Community activities</b> List association membership(s), volunteer work, committee work</p>	

## Extracurricular Activities

List or describe any extracurricular activities (nursing and non-nursing) for the past three (3) years that are not included in Leadership Activities mentioned above.

## Personal Statement

Please comment on the importance of nursing leadership. What does leadership mean to you? How would the FNLA benefit your professional growth? *(Limit 500 typewritten words)*

## Agreement and Signature

If appointed, I agree to participate in the Florida Nurses Leadership Academy for two years. The first year I will engage in leadership and advocacy activities as I am mentored into potential future leadership roles in the FNA. The second year I will serve as a mentor to new FNLA Associates.

Name (printed): \_\_\_\_\_

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

### **Include all required documents with signed, completed application.**

- Current Resume or CV
- FNA membership Number/Professional Association Membership Card(s)
- Letter of support from fellow nurse at place of employment, who is currently in a leadership role such as a charge nurse, attesting to leadership qualities and/or activities.
- Letter of reference from a nursing professor, work supervisor or committee chair (nursing-related) attesting to leadership qualities.

**Send completed application packet to:**

FNLA Selection Committee • P.O. Box 536985 • Orlando, FL 32853-6985 or [info@floridanurse.org](mailto:info@floridanurse.org)