**CQII Leadership Program Overview**

**The CQII Leadership Program is a capacity building and sustainability approach for end+disparities ECHO Collaborative members who are interested in enhancing their individual skills to take on a co-facilitation role in the Collaborative Affinity Group Sessions. Their involvement will result in enhancing their capacity to facilitate virtual Affinity sessions, strengthening the voices of HIV providers in improvement discussions, and potentially leading to improved sustainability as those individuals might become future faculty members of Collaborative Affinity Sessions. The capacity building and mentoring efforts by CQII will conclude by the end of 2019 with the hope that the CQII Leadership Program participants will continue their efforts in 2020 and beyond.**

**The General Concept:** Recruit 1-2 Collaborative participants per subpopulation-specific Affinity Group to be mentored by a faculty member to obtain the necessary skills and capacity to take on the role of an Affinity Faculty member and co-facilitate upcoming sessions. In addition, all participants across all groups will join monthly 60-min sessions that are facilitated by CQII staff to prepare them for upcoming sessions and share their experiences with others.

**Eligibility:** Any participant who is actively participating in the Collaborative, is knowledgeable of the Collaborative (e.g., mission, expectations, tools), has informal leadership skills and strong facilitation skills to run a group, and has a strong QI background.

**Time Commitment:**

* Affinity Session: twice a month for one hour + one hour of prep time before each Affinity Session (e.g. join the Affinity Session 20 minutes early and stay on after for a debrief session)
* Networking Session: once a month for one hour to learn more about the Collaborative and debrief their Affinity Sessions.

**Selection Process**: All applications need to complete an online nomination form to indicate their interest. Based on the submitted applications, CQII will determine the 1-2 individuals per subpopulation-specific Affinity Group in collaboration with the Collaborative Planning Group.

**Timing**: CQII hopes to launch this program in April 2019 to ensure that the accepted applicants are fully trained and gain the necessary capacity until December 2019.

**CQII Leadership Program Application**

**Application**

**Section A: Applicant Information**

**Applicant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant Pronouns: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title/Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Organization/Agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**RWHAP Funded Part: ( ) Part A ( ) Part B ( ) Part C ( ) Part D ( ) Part F**

**Affinity Group in the end+disparities ECHO Collaborative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Regional Group in the end+disparities ECHO Collaborative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Race/Ethnicity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Gender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**How do you rate your individual QI capacity on a scale from 1 (beginner) to 5 (expert)? \_\_\_**

**How do you rate your level of understanding of the Collaborative activities, tools, and expectations on a scale from 1 (beginner) to 5 (expert)? \_\_\_**

**Section B: Indication of Commitment**

**Applicant Commitment:** I signify that I intent to fully participate in the activities of this Leadership Program including: participate in virtual Network Sessions, complete participate in the Affinity Sessions, and continue to partake in all end+disparities ECHO Collaborative activities.

**Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

**Supervisor Commitment:** I signify that I understand the commitment being asked of the staff person I supervise above. If they are selected, I agree to allow them to participate in the activities outlined above. I agree to provide feedback and input to CQII staff regarding the Leadership Program when requested via virtual or electronic survey.

**Supervisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title/Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

**Section C: Statement of Purpose**

In 300 words or less, please indicate how your participation in CQII’s Leadership Program will enhance your ability to perform your current job and/or grow within your agency. Your statement should include your rationale for participation in this Leadership Program.

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**Section D: Resume or Curriculum Vitae**

Please attach a current resume or curriculum vitae to the application submission form.

**Thank you for your time! Participants will receive responses regarding their application two weeks after the deadline has closed. For more information, please email Jennifer Lee at** [**Jennifer.Lee@health.ny.gov**](mailto:Jennifer.Lee@health.ny.gov)