

# Ministry Leadership Program

## Participant expectations and responsibilities

### Cohort six: July 2024 – June 2025

#### 1. Participation

Maintaining cohort integrity is critical to the formation process. The 12-month Ministry Leadership Program (MLP) experience is a carefully crafted process, designed to build a 'community of practice' within the cohort. This community engenders trust and encourages interpersonal relationships.

The process invites participants to support and respectfully challenge each other personally within a safe space that develops over time. Ideally, the cohesive sense of belonging spills over into each participating organisation and across Organisations, thus providing a deeper awareness of what it means to identify with the larger tradition of Catholic health, aged care and social service ministries, for human flourishing.

#### 2. Attendance and costs

The MLP includes eight sessions of two days, over a 12-month period. One session (7) is delivered online. Participants are required to be present for the full two days of each session.

For in-person sessions, day one starts at 9.30am and includes an evening session. The second day starts at 8.00am and finishes at 3.00pm to allow for ease of travel departures.

Travel arrangements are made to enable attendance for the full session. The agenda will include structured breaks to allow participants to attend to business responsibilities.

The program fee is \$10,000 (plus GST) invoiced in full or in two tranches, prior to commencement and at the program mid-point. All meals and accommodation on the night of day one is included in the program fee. Travel costs and the cost of any additional accommodation is the participants' responsibility.

#### 3. Cohort four session dates

SESSION	DATE
Put Session 1	23-24 July 2024 (Tuesday – Wednesday)
Session 2	5-6 September 2024 (Thursday - Friday)
Session 3	15-16 October 2024 (Tuesday – Wednesday)
Session 4	26-27 November 2024 (Tuesday – Wednesday)
Session 5	4-5 February 2025 (Tuesday – Wednesday)
Session 6	18-19 March 2025 (Tuesday – Wednesday)
Session 7	29-30 April 2025 (Tuesday – Wednesday)
Session 8	17-18 June 2025 (Tuesday - Wednesday)

Program locations are provided but still to be confirmed. Registrants will be advised of confirmation to date of commencement.

*Note: Although unlikely, please be aware that unforeseen circumstances may occur throughout the duration of the program, resulting in changes to venue, location and delivery mode. We will always seek to provide as much notice as possible in these circumstances.*

## 4. Absences

Given the nature of the program, it is important that absences are kept to a minimum. Participants must notify the MLP team (mlp@acu.edu.au) of any absences from any sessions as soon as possible.

More than two absences will be considered equivalent to withdrawal from the program. Any request for an exemption to the absentee policy must be approved by the CEO of the participating organisation and then directed by the participant to the MLP Program Manager.

## 5. Pre-session requirements

To support learning and the development of the community of practice, pre-session readings and reflections are to be completed before the session begins, for every session. These will be drawn on during the session.

## 6. Integration Activity

Two major objectives of the program are the articulation and integration of the 8 foundational concerns into leadership practice in Catholic organisations. The integration activity and related projects facilitate are key to this integration and allow the MLP to significantly value add to your organisation.

It is an expectation that all participants will complete and report on an integration activity for every session. The integration activity reports will be collected and made available on the MLP participant portal so that all members of the community of practice can read and reflect on them.

Integration Activity is a process in which participants:

1. belong to a forum within the cohort
2. design and plan an Integration Activity for their work environment within their forum during each MLP session
3. report on their Integration Activity and work together with their forums in an online virtual community between sessions
4. report on their work and learnings through their forums at the next session.

## 7. Dialogue partners

Each participant will have a dialogue partner. A dialogue partner is someone who agrees to discuss insights and experiences gained by the participant throughout the program. A dialogue partner may be someone inside or outside the participating organisation.

They need to be:

- skilled in active listening and reflection
- engaged with the Catholic tradition
- have an interest in contributing to the development of leaders
- available for regular conversations, usually once a month for an hour, over the 12 months of the program.

The purpose of the conversations is to give the participant an opportunity to articulate what they are learning and to gain greater clarity about how to integrate that learning into their leadership practice. In order to facilitate this conversation, the dialogue partner will receive a one-page summary of the material covered in the previous session. Further information about dialogue partner conversations will be provided in the first session.

## 8. Organisation Integration Person

This is a person appointed from within some organisations to guide your MLP experience and support your ongoing formation, so the program is effective. They are an additional resource to help with program logistics, Integration Activity, and issues or questions that may arise including about the learning itself.

## 9. Evaluation

Process and impact evaluations of the MLP will be undertaken after each session. These are crucial to maintain both the currency of the MLP and verify its process. Participants will be expected to take part in these evaluations, and this will include involvement in both qualitative and quantitative data collections through a brief online questionnaire emailed with the session summary after each session.

Upon completion of the program, for those who wish it, the MLP can provide you with credit towards postgraduate study at ACU. Please discuss further study options with the program's Academic Lead.

## 10. Cohort integrity and confidentiality

As noted, the 12-month MLP experience is an immersive experience, designed to build a community within the cohort of Catholic health, aged care, education and social service senior leaders. The process invites participants to share a sense of community through sharing reflections and insight, as well as supportively and respectfully challenge each other personally within a safe space that develops over time. Ideally, this developing cohesive sense of belonging will further impact on each participating organisation and across organisations, so providing a deeper awareness of what it means to identify with the larger tradition of Catholic health, aged care, education and social service ministries. Again: Maintaining trust and integrity within the cohort is critical to the formation process, as is commitment to attending every session in its entirety.

## 11. Cancellation policy

We place a high degree of value on both the intellectual and spiritual commitment of program participants. As this commitment is over a period of time, we are unable to offer cancellations once enrolled into the program. However, we understand that personal circumstances arise necessitating withdrawal from the program. In this case, while a substitute participant will be considered, however, no substitutions will be accepted after the completion of session two.