



**American Society for
Clinical Laboratory Science
Region VIII**



Region VIII Leadership Academy Overview

Purpose:

The Region VIII Leadership Academy is designed to prepare ASCLS members for current and future leadership roles in the organization by providing a structured program of study of critical leadership topics.

Goals:

1. Identify members with potential to become leaders in ASCLS and invest in their growth and development.
2. Provide these high-potential leaders with skills required to step into leadership positions within ASCLS.
3. Energize and grow ASCLS through strong leadership at all levels of the organization.
4. Increase the future leaders' knowledge of ASCLS

Benefits to the Participant:

1. Develop skills that can be transferred to the work setting and life in general.
2. Provide opportunities to learn from and dialogue with ASCLS leaders.
3. Provide opportunities to be mentored by ASCLS leaders.
4. Acquire the confidence and self-esteem to step into leadership roles.

Benefits to Region VIII ASCLS:

1. Strong leaders make strong organizations.
2. Shape the future of the organization and the profession at large.
3. Increase passion for ASCLS locally, regionally, and nationally.
4. Develop and grow members who can work on identified initiatives for ASCLS.
5. A successful program will be an attractive member benefit and increase membership in ASCLS.

Curriculum Summary:

The following topics will be covered during the leadership curriculum.

From Lab Girl to DCLS; Leadership Styles; Communication Styles; Presentation Skills; Time Management Skills; Team Building/Interpersonal Relationships; Convention Planning; Robert's Rules of Order; Project Planning; Stress Management/Burnout; Mentoring & Coaching; Strategic Planning; Recruitment & Retention; Situational Leadership, Leadership Basics of ASCLS

Project Summary:

A leadership group project will be required for successful completion of the program.

P.A.C.E.™ continuing education credits will be awarded for most session completed that qualify for credits.



Region VIII Leadership Academy Candidate Application Instructions

Admission to the Region VIII Leadership Academy will be through an application process. Candidates must agree to a commitment of personal time and effort over 9 months in addition to a financial commitment for travel expenses to attend Leadership Academy Opening Days. Candidates selected will be required to commit their intention and employers support to attend all workshops (see Form D for dates).

Eligible Candidates:

Candidates must be a current ASCLS member. Individuals may self-nominate or be nominated by any current ASCLS member.

Applications:

Applications will be considered complete once Region VIII has received the following:

- 1- Signed Application Form (see Form A)
- 2- Activity documentation (see Form B)
- 3- Responses to Essay Questions (see Form C)
- 4- Two Completed Recommendation Forms (see Form D)
- 5- Employer Commitment Form (see Form E)

References:

Candidates are required to submit two (2) recommendation forms with their applications. The recommendation form is included with the application form (Form D). References should come from individuals who hold leadership roles in their communities, workplaces, ASCLS or other volunteer organizations, and can speak knowledgeably about your experience, strengths, weaknesses and potential as a leader.

Application Instructions:

The application form (Form A), activity documentation form (Form B), responses to essay questions (Form C), recommendation forms (Form D), and employer commitment form (Form E) are to be submitted in **one electronic application packet**. If necessary, references/recommendations can be sent separately by individuals completing the forms. Forms coming directly from references should be sent to Abbey Wichman, a_k_ahlgren@msn.com. Candidates are responsible for ensuring that these items reach Region VIII by the application deadline. In order for your application to be considered, Region VIII must receive all completed materials by the application deadline of **August 15, 2025**. Late submissions may be accepted if you are communicating with Abbey regarding your commitment.

If you have any questions, please contact Abbey Wichman, a_k_ahlgren@msn.com. Receipt of complete applications will be acknowledged by email. All applicants will be notified of their acceptance status no later than **August 15, 2025**.



Region VIII Leadership Academy Application (Form A)

Applicant name:

ASCLS Member #:

E-mail address to use for Academy correspondence:

Address:

City:

State:

Zip:

Phone number:

Employment position:

Employment facility:

Employment address:

To accomplish the objectives of the Region VIII Leadership Academy, the full commitment and participation of each individual selected is necessary. Participants are expected to attend all sessions as listed in the program curriculum (see dates on Employer Commitment Form).

Attendance Policy:

Students are allowed 1 absence from the listed meetings; additional absences will be grounds for removal from the Academy. All absences should be promptly communicated to Region VIII Leadership Academy Coordinator.

Candidate Pledge:

If selected, I am fully prepared to be an active participant and devote the time and energy required to complete the program. I understand that I will have some financial burden as all expenses (particularly travel, board, and food) will not be covered. If I do not complete the program, I agree to reimburse Region VIII for any registration or travel money provided. My signature below (electronic signature is acceptable) indicates that I understand the requirements for participation in the Region VIII Leadership Academy and have completed this form to the best of my knowledge.

X

Applicant Signature

Leadership Academy Applicant



Region VIII Leadership Academy Activity Documentation (Form B)

List activities that you have been involved with on local, state, regional and national levels. (Include offices held, meetings attended, service on committees, etc.)

[illegible]

Region VIII Leadership Academy Essay Questions (Form C)

Please respond to each question below. Limit responses for each question to 250-300 words.

1. Why do you want to be a participant in the Region VIII Leadership Academy?
2. Leadership Academy participants will benefit from exposure to a wide range of perspectives. What contribution – either in terms of unique experiences or special skills – would you bring to the Leadership Academy that would enrich and inform others?
3. What do you expect to do with the experience and knowledge gained from participating in the Region VIII Leadership Academy?
4. Identify a current or past leader in any field of endeavor whom you admire. Explain why you hold him/her up as a role model.
5. Involvement in the ASCLS Leadership Academy involves a commitment of personal time and resources. Describe any modifications in your current schedule and commitments that you will need to make to allow adequate time for the Leadership Academy.

Region VIII Leadership Academy Recommendation (Form D) (see separate document)

Region VIII Leadership Academy Employer Commitment Form (Form E):

Applicant's Name:

Current Employment Position:

Current Employment Facility:

Current Employment Address:

Supervisor Name:

Supervisor Email:

Supervisor Phone Number:

Dear Supervisor,

This letter is to inform you that your employee is seeking to participate in the Region VIII Leadership Academy hosted by ASCLS Region VIII. It is a 9-month education program requiring that the applicant attend all meetings listed below. By signing this document, you are confirming that the applicant, if accepted, will be able to attend these meetings to ensure requirements are met for graduation.

Region VIII Leadership Academy Schedule

- September 11 - 14, 2025: Leadership Academy Class of 2025-2026 convenes for Opening Days, Soda Springs, ID
- Labvocacy Symposium (Virtual Attendance): October 20th
- Zoom Conference calls (9-11am): 10/18/25; 11/15/25; 1/10/26; 2/7/26; 3/7/26; 6/6/26
- Spring Conference (location and dates TBD by each state)
- 2026 Joint Annual Meeting (In-person preferred): 6/27/26 – 7/2/26, St. Louis, MO

X

Supervisor Signature

X

Applicants Signature

