

# **American Association for Health Education (AAHE) Leadership Associates Program Guidelines**

## **Introduction**

The American Association for Health Education (AAHE) recognizes the importance of identifying potential leaders and providing them the opportunity to assume leadership roles in health education at the state, district and national level. In recognizing this, AAHE has established a Leadership Associates Program as an investment in the future leadership of the Association and the profession. There are three purposes of the Leadership Associates Program, these being: (a) to identify potential leaders of the Association and profession, (b) to offer leadership training, and (c) to provide opportunities for young professionals to become involved in AAHE/AAHPERD at the state, district and national level.

## **Who is Eligible to be an Associate?**

Professionals or graduate students who have potential to be future leaders are eligible for nomination by state or district associations, members of the AAHE Board of Directors, members of AAHE or the national executive committee of Eta Sigma Gamma. If nominated, an individual must be a current member of AAHE and, if selected, must maintain the membership throughout the duration of the Associates Program.

## **Selection Process**

The nominee must submit an application form, an official letter of recommendation from the organization(s) involved, and a three to five page double-spaced essay that would address the nominee's perceived leadership skills, examples of serving as a leader and a description of his/her leadership style.

The selection of the Leadership Associates will be conducted by the Board of Directors. The criteria used in the selection process will be:

- Evaluation of resume
- Assessment of leadership potential based on past experience and the nominee's perceived leadership qualities
- Consideration of the nominee's commitment and potential to become a leader as determined by recommendations
- Commitment of financial support

## **Duration of the Associates Program**

One leadership associate may be selected each year at the annual meeting. Those selected as Associates will serve a term of two (2) years, during which they will have an opportunity to receive leadership training and become involved in the Association at the state, district or national level.

## **The Leadership Associates Training Program**

The Leadership Associates Training Program is designed to provide associates with:

- a. Competencies necessary to be effective leaders
- b. Understanding of the structure of the Alliance and AAHE
- c. Opportunities to become involved in the Association by being a member of a committee or board within the Association
- d. Experience in observing the governance of the Association by attending Board of Directors meetings as well as the Alliance representative assembly (Alliance Assembly)
- e. Responsibilities assigned by the Board of Directors
- f. The development of professional relationships with mentors of the Association who have been, or presently are, leaders. Examples of the mentoring process could involve a mentor guiding the Associate in his/her leadership by spending time with him/her at annual conferences, co-authoring a manuscript for publication or being a co-presenter at a state, district or national conference.

## **Costs of the Leadership Associates Program**

The financial commitment for the Leadership Associates Program will be shared by AAHE and the individual applicant, who may seek sponsorship funding from the district and state associations, Eta Sigma Gamma, employers or others. It is the responsibility of the Leadership Associate to either secure sponsorship funding or to self-fund the experience. AAHE will contribute up to \$900.00 in matching funds to each associate selected as part of the Leadership Associates Program to attend the non-convention Board of Directors meeting(s). Letters from sponsoring agencies confirming their financial commitments are required with the application. If the applicant is self-funding, a letter indicating the commitment to self-fund should be included instead of a sponsor letter.

The cost sharing is expected to pay for travel to one Board of Director meetings and one annual meeting.

Suggested potential sponsors include: The institution or agency where the candidate is employed, a state or district AHPERD organization, Eta Sigma Gamma.

## **Responsibilities of the Associate**

The selection as an Associate is an honor, which involves commitment of time and personal resources. It is an opportunity for an individual to become a leader within the profession and specifically with AAHE at the state, district or national level.

Responsibilities of the Associates include:

- a. Complete the application and document financial support. It is the responsibility of the applicant to secure financial assistance or assume financial responsibility to attend all meetings associated with the leadership associates program.
- b. Maintain current membership in AAHE.
- c. Attend all required AAHE Board of Directors meetings and functions during the duration of the two-year program.
- d. Submit a report at the completion of the program explaining benefits to the individual.
- e. Assume, when appropriate, leadership opportunities at the state, district and national level.
- f. Undertake at least one project to enhance the programs, products, services or finances of AAHE.
- g. Attend the annual AAHE/AAHPERD convention during the training program at their own expense.

## **Responsibilities of AAHE**

The American Association for Health Education is obligated to provide professional development opportunities for Associates to successfully accomplish the purposes of the program. When the Associates complete the program, AAHE will be responsible for maintaining contact with the Associate for a period of five years and provide assistance to encourage and help them in their leadership development within AAHE and the profession.

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