campus council on $Faculty L{ ilde i}fe$

Faculty Leadership Collaborative



2020 Applicant Waiver & Recommendation Instructions

| Name of Applicant: | | | |
|--|--|--|--|
| | Last Name | First Name | Middle Name |
| instruct the reference pers 2019. The applicant is re- unless they are complete. from your Department C | son to email a pdf of their letter sponsible for verifying that the Please note that if you subn chair/Director, the Division C | and forward it to your Division chief r of recommendation directly to iren recommendation letter is received. nit a letter of recommendation from hief's letter of recommendation in order for the letter of recommendation. | e.merry@ucsf.edu by August 2, Applications will not be considered om your Division Chief instead of nust contain a signed |
| also permits the applicant you relinquish your right | to sign a waiver relinquishing | opens many applicant records for the right to inspect letters of recomports open and a supplied that the records of the receipt of this open receipt of this | mendation. If you sign this form, |
| Applicant Signature | | Date: | |
| Name of Reference: | Last Name | First Name | Middle Name |
| | | | |

Instructions to Recommender: the UCSF Faculty Leadership Collaborative is a part-time, contract program for UCSF faculty who want to build community on campus through personal and professional development of skills, awareness, and knowledge. Through interactive seminars, the participants will:

- Practice and strengthen personal leadership abilities such as public speaking, critical thinking and inquiry
- Develop a network of leaders who transcend community divisions such as age, socio-economics, sector, race, and politics
- Renew participant's personal commitment to civic participation and increase their confidence to initiate community change

Thank you for completing this recommendation for the UCSF Faculty Leadership Collaborative applicant named above. We seek insight into the applicant's commitment to and concern for the community and her/his desire to be an effective part of that community. Your candid opinion of the applicant's character, intelligence, attitude and leadership qualities is appreciated.

To be successful in the program, applicants must possess the following:

- Strong personal initiative and motivation
- Desire to make an active contribution to the UCSF community
- Ability to work well within a diverse group
- Intellectual curiosity
- Evidence of leadership experience or potential, and meaningful involvement in their workplace or community

Please answer the following questions on your professional letterhead (if appropriate) and include your daytime phone number.

- How long have you known the applicant and in what capacity?
- 2. What characteristics demonstrate the applicant's ability to advance in their career and in leadership at UCSF? What growth opportunities warrant attention by the applicant?
- 3. How does the applicant perform in teams? What role do they normally take? What should other team members know in order to work well with him/her? Please cite specific examples.
- 4. How would you describe the applicant's communication style?

As a reminder the program requires a commitment of around 75 hours (twice monthly sessions for 5 months (10am-5pm). 100% participation is required and no sessions may be missed.

Please email a pdf of your signed letter to <u>irene.merry@ucsf.edu</u> or mail the letter so that it arrives August 16, 2019 **directly** to:

UCSF Faculty Leadership Collaborative, Office of the Vice Provost, Academic Affairs Campus Box 0652, 3333 California Street, San Francisco, CA 94118 Ph: (415) 502-0244 Fax: (415) 476-5989

Please note that applications will be considered incomplete without the recommendation letter and will not be accepted.