

Family Leadership Academy



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Oklahoma Federation of Families
for Youth and Children's Mental Health

www.okfederation.org

Why was the Academy Developed

Purpose: To equip family members with the resources and confidence to assume and exercise positions of leadership on boards and committees of private and public organizations that effect the well being of children with mental illness and emotional disturbance.

Learning Objectives

- To understand the definition and importance of Systems of Care values, ethical behavior, cultural diversity, and confidentiality.
- To be able to relate one's personal story in an effective manner.
- To understand the roles and responsibilities of advisory and governing boards.
- To understand financial statements and fiscal responsibility of a board member.

Learning Objectives Cont'd

- To understand the responsibilities and commitment of a board or committee member, parliamentary procedures, and general rules of board etiquette.
- To be able to facilitate a board or committee meeting.
- To be able to advocate for one's family in an effective and professional manner.
- To understand the legislative process and be able to advocate for system changes and increased funding in an effective and professional manner.

Six Component Course

- Orientation to Leadership
- Telling Your Story
- Family Voice on Boards
- Understanding Financial Data
- Meeting Basics
- Family Involvement in Advocacy

Helpful Hints

- Use community experts for different Academy training components
- Customize the Academy components for your community needs
- Prepare content evaluations for each training session
- Serve snacks
- Consider gift cards or stipends for family members not otherwise being compensated
- Encourage attendance by professional advocates

Helpful Hints – Cont'd

- Set agenda for each meeting
- Have electronic as well as paper handouts for each training component
- Have a back-up plan (multiple trainers can result in last minute changes)
- Use a sign-in sheet at each Academy session
- Have one training session in conjunction with a board meeting and watch a board meeting before a class.

Orientation to Leadership – Training Tips

- Introduction to course
- Attendance expectations
- Meeting schedule
- Hand out participant manuals
- Set meeting rules, covenant, etc.

Orientation to Leadership – Content

- Systems of Care Values
- Ethics – Definition
 - Code of Ethics
- Cultural Competency –
 - How to Define Cultural Competence
- Confidentiality – HIPPA
 - Real life confidentiality - Scenarios

Telling Your Story

No Need to Feel This Way



Telling Your Story – Learning Objectives

- Understand the multiple purposes of being able to tell their family story to an audience in a positive way.
- Understand how to prepare and organize their personal story.
- Learn effective presentation strategies and how to adapt their story to meet different objectives.
- Practice telling their story and receive feedback from other participants.

This is My Story

Sheamekah Williams

Boynton, OK

A faded, light-colored image of two hands shaking is visible in the background, centered behind the text.

You need to attend a training on basic financial data if:



- You think a balance sheet is when a paper rests on the edge of your desk
- You think non-profit is the same as unprofitable
- You think GAAP is the space left between two parked cars
- You think Bookkeeping is when you keep your library book to long and they charge you a fine.

Understanding Financial Data

- Use a local CPA as a presenter
- Distribute sample financial documents
- Present information in an understandable language
- Allow time for questions

Family Voice on Boards

Objectives

- Learn the difference between an Advisory Board and a Governing Board
- Learn the roles and responsibilities of board members
- Understand how boards relate to executive directors and other staff

Take the Blinders Off

Gerri Mullendore

Oklahoma County Family

Support Provider

Former Board Member

Meeting Basics

- Great opportunity to collaborate with another non-profit.
- Make it fun – Have a mock meeting
- Presenter – Board Development for a large non-profit such as United Way

Meeting Etiquette and Board Responsibilities

- Bylaws—why have them?
- Robert truly does have “rules of order”.
- There are Roberts Rules and there are our rules.
- Be a great meeting participant—Don’t use your new knowledge to be a Poo-Pooer (Point of Order Pointer Outer).

Advocacy

- Levels of Advocacy
 - Self Advocate
 - Advocate for others
 - Legislative Advocacy – Policy Level
- Turning your good idea into law
- How to meet and impress your legislator

How to Make This Work in Your Community

- What Academy components do you need to change, delete, or add?
- Who in your community could be experts in their field as presenters?
- Who will participate?
- Who will coordinate the Academy and how will they gain access to materials, handouts, and manuals.
- Leave here with a To Do List.