

Bunting Neighborhood Leadership Program

Employer Approval Form

(only for employed fellows)

Please review the full application along with the Expectations/Rules of Engagement with the applicant before signing this page

Name of Prospective Fellow: _____

Institutional Authorized Signer
Name: _____

Supervisor Name: _____

Supervisor Email Address: _____

Supervisor Phone Number: _____

Supervisor Organization: _____

Prospective Fellow Salary: _____

Organizations Fringe Benefits
Rate: _____

By signing below, I hereby certify that the Prospective Fellow has received my approval to participate in the 2021 Bunting Neighborhood Leadership Program at 20% time (equivalent to one eight-hour day per week for approximately 34 weeks). If chosen as a fellow, the Bunting Neighborhood Leadership Program will cover 20% of their salary and fringe, up to \$20,000, for the time that they will be spending in the program. The Institution employing the fellow will continue to pay the fellow their full salary and will invoice the UHI monthly for this support.

Signature of Institutional Authorized Signer

Date

Participation Expectations/Rules of Engagement

To be reviewed and signed by Employer

Name of Fellow _____

Please check the boxes to show that you are aware that, if selected, the Fellow will need to:

- ☐ Attend all weekly sessions and meetings, field trips, and 1 or 2 overnight retreats that may be 1-2 days long (*please note the Fellowship will remain virtual until Johns Hopkins allows for in-person events and activities to resume)
- ☐ View pre-recorded sessions in advance of Bunting sessions and complete all homework and assignments on schedule
- ☐ Abide by time and attendance requirements and remain engaged for the duration of each session
- ☐ Complete weekly session assessments on time (to be done outside of the 8 hr/week training session)
- ☐ Become involved in an East and/or West Baltimore initiative to improve community health outcome
- ☐ Be committed to developing a relationship with a mutually agreed upon mentor for the duration of the leadership program and for at least one year following graduation from the program
- ☐ Be open-minded, learn about new perspectives, and practice constructive conflict resolution
- ☐ Accept that pictures and videos of fellows and their guests will be captured and used on the UHI/program promotional materials and social marketing sites managed by the UHI and by fellows
- ☐ Work well with all fellows, instructors, the UHI staff, and community members
- ☐ Value and respect differences in opinions and personalities, and respect the group process
- ☐ Understand that employer reimbursement for Fellow's participation in the Bunting Neighborhood Leadership Program will be delayed for incomplete assignments
- ☐ Sign Rules of Engagement upon acceptance to the Bunting Neighborhood Leadership Program and abide by these rules

By signing this page, I am stating I understand the expectations and rules of engagement for the Bunting Fellowship. I acknowledge that inability or unwillingness to comply with these expectations/rules of engagement will result in withholding of payment for the Fellow and could lead to dismissal from the program.

Signature of Supervisor/Institutional Authorized Signer

Date