

## 2023-2024 North Carolina Association of Pharmacists (NCAP) Emerging Leaders Certificate Syllabus

### Purpose

The purpose of the North Carolina Association of Pharmacists (NCAP) Emerging Leaders Certificate is to foster relationships between student pharmacists, current practice leaders, and leadership residents, encourage advancement of leadership skills, and promote growth of leadership for pharmacy students across the state of North Carolina (NC) through a series of discussion-based learning sessions.

### Program Overview

The program is designed with six discussion-based learning sessions dedicated to a specific leadership topic pertinent to current and future pharmacy leaders (see Table 1), with optional attendance at NCAP's Leadership and Financial Buzz professional development program. Participants who attend and actively participate in at least four of the six sessions, and also complete an NCAP associated leadership initiative, will be awarded the NCAP Emerging Leader Certificate at the conclusion of the last session. Each topic will have associated content for participants to review prior to live sessions to incite critical thinking on each topic. Participants will then complete pre-work assignments or questions to bring to the live session. Participants are expected to share at least one question during the live session. An agenda for each session will be sent out at least one business day prior to each session.

### Certificate Requirements

- Attend at least 4 of the 6 virtual leadership sessions (2 sessions must be live virtual attendance, with the option to review session recording with reflection for remaining 2 sessions)
- Participate in a leadership initiative through NCAP
- Optional attendance at Leadership Buzz sessions offered through NPF

### Session Topic Schedule

All facilitated webinar sessions will be held via Zoom. Participants will receive topic content materials and Zoom meeting information prior to each session.

**Table 1. Webinar Session Topic Schedule**

Webinar Topic	Pre-Work Release Dates	Facilitated Discussion Dates / Times	Facilitators
<a href="#">Introduction and Syllabus Review*</a> Zoom ID: 93931697227	September 6, 2023	September 12, 2023 1200-1250	Anita Yang, Pharm.D., Carrie Baker, Pharm.D., MBA, BCPS
<a href="#">Session 1: Definition of a Leader</a> Zoom ID: 95307769754	October 4, 2023	October 10, 2023 1200-1250	Yasmeen Alqaisi, Pharm.D., Chelsea Hoyle, Pharm.D.
<a href="#">Session 2: Lessons from Failure</a> Zoom ID: 91496156190	November 8, 2023	November 14, 2023 1200-1250	Stephen Eckel, Pharm.D., M.H.A.
<a href="#">Session 3: Professional Involvement</a> Zoom ID: 92288235272	December 6, 2023	December 12, 2023 1200-1250	Mary-Haston Vest, Pharm.D., M.S., BCPS
<a href="#">Session 4: Wellbeing and Resilience</a> Zoom ID: 94870613256	January 3, 2024	January 9, 2024 1200-1250	Matt Lamm, Pharm.D., M.S., BCPS
<a href="#">Session 5: Branding Yourself</a> Zoom ID: 92596894107	February 7, 2024	February 13, 2024 1200-1250	Carrie Baker, Pharm.D, MBA, BCPS, Micaela Hayes, Pharm.D., Anita Yang, Pharm.D.
<a href="#">Session 6: Pathways to Pharmacy Administration</a> Zoom ID: 92112679831	March 6, 2024	March 12, 2024 1200-1250	Tyler Vest, Pharm. D., M.S., BCPS, BCSCP, Saswat Kabisatpathy, Pharm.D., M.S., Beth Mills, Pharm.D.

\*Introduction and Syllabus Review does not count as a required session

During live sessions, facilitators will open the virtual session with an introduction of themselves, discussion prompt of participants, followed by speakers answering questions submitted by participants. Facilitators will also prompt participants to create their own philosophy on each leadership topic. Participants will be asked to complete a mandatory survey at the completion of the program to provide feedback to facilitators on each session.

## Participant Expectations

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- Participants are on time with their cameras on ready to participate and discuss material
- Participants are expected to attend the 45-minute virtual discussion sessions (via Zoom) and complete any pre-work assignments prior to the sessions
- Participants are expected to contribute to discussion and complete feedback surveys at the conclusion of the certificate program series.
- Attendance will be documented by facilitators present at each session

## Virtual Session Timeline

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- **Prior to Each Virtual Webinar Session:**
  - **1 week prior to each session:** Zoom meeting link will be sent out to participants via email along with any pre-class material
  - **At least 1 business day prior to each session:** Facilitators will send out session agenda
- **During Each Virtual Webinar Session (50 minutes):**
  - Welcome and Overview (2-5 minutes)
    - Facilitators will introduce themselves and the session's speaker
  - Topic Content Expert Speaker Presentation (18-20 minutes)
    - The speaker will present topic content in the form of a presentation, discussion questions, experience sharing, or other engagement activity as deemed appropriate by speaker and facilitators
  - Topic Questions and Discussion (15-20 minutes)
    - Facilitators will ask 3-5 participants to provide a reflection of each topic and how they will incorporate the topic's content to develop their leadership skills
    - Facilitators will prepare 1-3 discussion points to further reflect on each topic
  - Wrap-up (2 minutes)
    - Facilitators will wrap-up and review topic and date/time of next session in the program
- **At the Conclusion of the Series:**
  - Participants will be expected to complete a survey to confirm attendance at an NCAP sponsored event and provide feedback on the entire series following completion of the program
  - Participants will receive their certificate via email

## Student Leadership Initiatives through NCAP

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As part of the certificate program, students will be required to participate in one leadership initiative through NCAP. Students will be placed in one of the following initiatives with other students across the state. Students will be mentored by an NCAP Staff Member or NPF Executive Member based on project.

- Assist with NCAP Student Conference
- Design deliverables regarding NCAP's APPE Elective
- Create NCAP's Membership Cost Benefit Tool
- Facilitate NCAP Syringe Services Program