

# Dallas CPA Society

Presents

## Leadership Opportunities for Emerging Professionals

### DCPAS Leadership Development Academy 2011 Class

The Dallas CPA Society has developed a leadership program to assist emerging leaders in developing the skills necessary to be an effective leader within their profession and community.

Who will benefit:

- Professionals with three to five years experience will gain effective leadership skills and knowledge beneficial to their employers and their careers.
- Firms will gain highly effective professionals.
- Dallas CPA Society will develop future leaders.

What will be covered:

- *What is Leadership?*: Discussion of leadership principles, qualities of an effective leader and essential daily practices of an effective leader.
- *The Art of Self-Leadership*: Understanding your strengths/weaknesses, taking care of yourself emotionally and physically, taking the initiative to learn, and developing your personal mission.
- *Time Management and Organization*: Solid tips on effective time management and understanding how organization can help with clarity in communication and productivity.
- *Motivating and Developing Others*: How effective leaders motivate and develop the skills of their people.
- *Essential Elements of Communication*: Understanding the mutual objectives of others receiving the information, positive and negative perception, and discretion of leaders in communicating information.
- *Crucial Conversations*: Topics include giving and receiving feedback, resolving conflict, and the art of gracious acceptance.
- *21st Century Communications*: Topics include Social Media, casual conversations, boundaries in communication and employment issues.

Time commitment:

- Seven sessions at 2-3 hours each over a 7 month period

Criteria:

- Only one participant from each participating firm
- Three to five years of experience (without regard to age)
- Must be a CPA or have passed the CPA exam

**Cost: \$750**

**Class Size: Limited to 20**



# Application Form

## Eligibility Requirements

- Must be at the staff or senior level with three to five years of experience.
- Must be a member of the Dallas CPA Society.

## Cost and Payment

- The cost of the DCPAS Leadership Academy is \$750.00.
- Payment will be requested for each applicant upon notification of acceptance to the program.

## Application Process

To apply for the DCPAS Leadership Academy, complete and submit the application below.

Send all documents to:

DCPAS Leadership Academy  
12700 Park Central Drive, Suite 1000  
Dallas, TX 75251

## Section 1 – Personal Information

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First Name	Middle Initial	Last Name
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Firm

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Firm Mailing Address

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City	State	Zip Code
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Work Telephone Number	Mobile Number
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E-mail Address

Gender:  Male  Female

# Application Form

## Section II – Work Experience

Attach a copy of your resume.

Number of years working as a CPA \_\_\_\_\_

Areas of expertise \_\_\_\_\_

## Section III – Recommendation

Please state why you believe the applicant should participate in the Dallas CPA Society Leadership Academy.

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\_\_\_\_\_  
**Signature (Manager-Supervisor)**

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**Print name** **Date**

## Section IV – Participant Commitment

The participant commits to actively participating in the DCPAS Leadership Academy and attend each session.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Print Name** **Date**