

Florida Academy of Collaborative Professionals
Your Divorce: Your Decision
www.collaborativepracticeflorida.com

March 18, 2026

RE: FACP 2025-2026 LEADERSHIP INSTITUTE APPLICATION

Dear Practice Group Leader, Chair and Applicant:

We are excited to announce that the Florida Academy of Collaborative Professionals ("FACP") will host its fourth Leadership Institute. The Institute will begin virtually in August 2025 and wrap up in-person with the completion of the 2026 FACP Annual conference. There will be one follow-up mentoring meeting in the fall of 2026 to provide on-going coaching to our graduates. The trainers for this Institute will be Rosaria Upchurch, Pam Masters, and Barbara Kelly.

The success and sustainability of any organization and of a robust Collaborative practice community hinges in part on succession planning and supporting the next generation of Collaborative leadership. The vision of the Leadership Institute is to identify and foster leaders and leadership competencies within our Collaborative community. We have a dynamic and well-rounded curriculum planned for the year and hope you will encourage potential candidates to apply. More information about the goals and requirements of the Leadership Institute are below.

Leadership Fellows will have the opportunity to:

- Learn leadership skills to help advance the Collaborative community;
- Build connections with other leadership fellows in the Collaborative community;
- Build connections with current leaders of our local, statewide, and international Collaborative communities; and
- Develop skills and knowledge that will enhance personal awareness as an empowered leader.

Leadership Fellows are asked to commit to the following requirements of the Leadership Institute:

(A) Virtual meetings. All virtual meetings will be held from 2:00 pm to 5:00 pm.

- August 20, 2025
- September 17, 2025
- October 15, 2025
- November 12, 2025
- January 14, 2026
- March 11, 2026
- April 22, 2026
- September 2026 (TBD)

(B) In-person retreat. February 6-7, 2026.

(C) A full day in-person meeting. This meeting will be scheduled for the day before the 2026 FACP annual conference (typically Thursday).

(D) Attendance at the FACP Conference in 2026.

(E) Completion of required readings and assignments.

The fee for each Fellow to participate in the Leadership Institute is **\$425** for food and ancillary costs. Each Practice Group will determine whether to contribute to their nominee's Leadership Institute fee. Historically, Practice Groups have contributed half, if not all, of the nominee's Leadership Institute fee.

Travel costs, hotel stays, and conference registration fees related to the in-person meetings and the FACP conferences are the financial responsibility of each Leadership Fellow participating in the Leadership Institute. The registration fee for the Leadership Institute will include some meals associated with the in-person meetings.

Every Practice Group is encouraged to nominate at least one candidate. If there is more than one candidate from a Practice Group, the Leadership Institute may accept more than one if space permits. An application is attached to this letter.

Applications from those nominated must be received no later than June 1, 2026 and should be emailed, together with all supporting documents to Barbara Kelly, [bkelly@bkellyphd.net].

We are excited you are reading this letter and considering applying or supporting a leadership fellow. Our understanding after speaking with past graduates of the Leadership Institute is that it has been a beneficial experience. Many graduates report feeling more comfortable becoming involved in organizational work and a boost in the development of their individual Collaborative practice. If you or a potential candidate for the Leadership Institute have any questions, please contact us.

Collaboratively Yours,
Co-Chairs, 2025 -2026 FACP Leadership Institute

Rosaria Upchurch, Neutral Facilitator
rosariaupchurch@gmail.com

Pam Masters, Collaborative Lawyer
pam@masterscdc.com

Barbara Kelly, Neutral Facilitator
bkelly@bkellyphd.net

cc: FACP Executive Board

APPLICATION AND INSTRUCTIONS:

Applications must be submitted along with all supporting documents by **March 1, 2025**. Please email your completed applications including all supporting documents to Barbara Kelly [e-mail: bkelly@bkellyphd.net].

For more information, contact the 2025-2026 FACP Leadership Chairs:

Rosaria Upchurch

Email: rosariaupchurch@gmail.com

Phone: 386-252-3414

Pam Master

Email: pam@masterscdc.com

Phone: 386-271-8044

Barbara Kelly

Email: bkelly@bkellyphd.net

Phone: 407-951-8812

Please complete the following application. If you need more room, please complete your answers on a separate page and please be sure to attach it upon completion.

I. Applicant

Name:

Mailing Address:

Phone Number:

Email:

Profession:

Firm/Employer:

II. Nominating Practice Group

Practice Group Name:

Name of Contact from Practice Group:

Contact Telephone Number:

Contact Email:

Leadership Positions You Have Held in Your Practice Group:

Other Practice Group Affiliations:

III. Community Involvement

Please list your memberships and positions with community organizations in the past 5 years. (These may be related or unrelated to your Collaborative work. If these are included on your CV, you do not need to repeat them here):

List when you completed a 2-day Introductory Collaborative Training, where you completed it, and the name of the trainers/training group:

IV. Getting to Know You

Please tell us three things about yourself that you would like us to know.

Please tell us about your interest in Leadership?

What do you hope to gain from Leadership Institute?

Do you have any reservations or concerns?

Is there anything else you would like us to know?

V. CV

Please Attach Your CV to this Application

VI. Letters of Recommendation

Please provide two letters of reference/recommendation. One must be from your Practice Group President or Chair.

Applicant Signature:

Date: