

CUPA-HR Ignite Program

July 1, 2024 - June 30, 2025



About the Program

The Ignite program is a 12-month immersive experience that connects a select group of early-career higher ed HR professionals with CUPA-HR and key association leaders while providing multiple learning opportunities.

Expectations

By applying for the Ignite program, applicants acknowledge and confirm that, if selected, they will commit to participating in all program components. Applying also confirms that applicants have support and approval from their supervisors to attend applicable events and participate in the program. To be successful in the program, Ignite participants must be:

- Fully supported by their direct supervisors to participate in all components of the program.
- Willing and able to commit the required time to the program and fully participate in all program components.
- Committed to using their leadership skills and knowledge for the long-term benefit of the higher ed HR community.
- Willing to remain engaged with CUPA-HR after the program in a volunteer capacity.

Required Deliverables

Ignite Development Plan

Participants will create this plan document and use it to guide their individualized development throughout the program year.

Ignite Project Outline and Execution

The project outline is a planning document that includes:

- The objective of the project and how it will benefit the participant and/or the institution
- The related HR competencies from the [CUPA-HR Learning Framework](#) that will be developed by working on the project
- The name or names of those involved, if applicable
- Target dates for each step leading up to implementation.

A summary of the steps taken in implementing the Ignite project will be due by end of the program year - June 20, 2025.

Ignite Shadow Experience Summary

Participants will share with one another a summary of their experience shadowing a CUPA-HR leader.

Optional Contributions to CUPA-HR Publications and Content

Participants may be asked to contribute their body of knowledge in specific higher ed HR topics for CUPA-HR. These contributions are typically related to a participant's Ignite project.

Program Schedule

Month	Topic/Event	Description	Date
May	Introduction Call	90-minute Ignite program introduction	May 22, 2024
JULY	Learning Event / Program Orientation	Attend the Association Leadership Program (ALP) in Kansas City, MO. <ul style="list-style-type: none"> Arriving on Wednesday, July 17 and departing on Saturday, July 20. 	July 17-20, 2024
	Individual Development Plan Due	Participant will create a development plan and provide to CUPA-HR staff and leaders for guidance.	By July 31, 2024
AUGUST/ SEPTMBER	Learning Event	Participate in the CUPA-HR Boot Camp e-learning course with facilitated discussion	August 5 - September 27
AUGUST	Monthly Topics of Interest Learning Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, August 21, 2024 3 p.m. ET
SEPTEMBER	Monthly Topics of Interest Learning Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, September 18, 2024 3 p.m. ET
OCTOBER	Learning Event	Attend CUPA-HR Annual Conference and Expo in Lake Buena Vista (Orlando), FL. <ul style="list-style-type: none"> Arriving on Saturday, September 28 and departing on Wednesday, October 2 	September 28 – October 2, 2024
	Monthly Topics of Interest Call: E-Learning and Annual Conference Experience Discussion	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, October 16, 2024, 3 p.m. ET
	Ignite Project Outline	Ignite program project outline due	By October 31, 2024
OCTOBER/ NOVEMBER/	Learning Event	Participate in the Understanding Higher Education e-learning series with facilitated discussion	October 7 - November 22
NOVEMBER	Individual Project Discussion Calls	Half hour call where participants will interact individually with program leaders and CUPA-HR staff to fine-tune project plans and next steps	November 2024
	Monthly Topics of Interest Learning Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, November 20, 2024 3 p.m. ET
DECEMBER	Shadow Visit Learning Event	Shadow experience and campus connection (summary write-up due within two weeks of your visit)	December - April

Month	Topic/Event	Description	Date
JANUARY	Monthly Topics of Interest Learning Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, January 15, 2025 3 p.m. ET
FEBRUARY	Monthly Topics of Interest Learning Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, February 19, 2025 3 p.m. ET
MARCH	Monthly Topics of Interest Learning Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, March 19, 2025 3 p.m. ET
APRIL	Monthly Topics of Interest Learning Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, April 16, 2025 3 p.m. ET
MAY	Monthly Topics of Interest Learning Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, May 21, 2025 3 p.m. ET
JUNE	Monthly Topics of Interest Call: Program Wrap Up Call	Call where participants interact with and learn from CUPA-HR thought leaders (1.5 hours)	Wednesday, June 18, 2025 3 p.m. ET
	Project	Ignite project summary completed	By June 30, 2025