

## **IPI Faculty Application Process**

(Revised April 2021)

**Step 1: A Full IPI member who expresses desire to become an IPI Faculty member will be invited to submit to the IPI Faculty Development Committee chair: a brief letter stating their interest in applying for a faculty appointment, their application and their resume. (Recommendation letters may follow at a later date.) The FDC chair will forward the application form to all committee members. [Note: the current FDC chair is Jim Poulton. Send application materials to him at [jpoulton@mac.com](mailto:jpoulton@mac.com). You may also contact him at 801-350-0117.]**

**Step 2: After the FDC reviews the application an advisor from the FDC will be assigned to the candidate to respond to the applicant's questions or concerns regarding the application process. The committee will gather IPI faculty members' survey feedback and perspectives regarding the new application.**

**Step 3: The FDC chair, or the advisor, will interview the applicant and discuss the application and/or process, if necessary.**

**STEP 4: The applicant submits any remaining documentation (recommendations, etc.) to the Chair of the FDC. Additional faculty input is sought, if necessary.**

**Step 5: After the application is presented to the FDC for review, the applicant will be notified if further documentation is required. If there are multiple documents or requirements that are not met the applicant will be asked to complete those items and resubmit an application for a second review. In cases where the FDC determines the applicant is not ready for appointment because objective, established criteria have not been met, or substantial concerned responses have been expressed on the faculty survey, the application will be retained by IPI's FDC for potential future review.**

**Step 6: Once the application is deemed successfully completed, with all requirements met, the FDC will send its recommendation. (that the applicant to be accepted as IPI Faculty, or not), to the IPI Executive Director and the Steering Committee for final review. The FDC's recommendation to appoint an applicant may also suggest skills or qualities that the applicant might address in the future. When everything in the file is complete, each member of the FDC signs the application form and it's placed in the applicant's file. The contents of the file are sent to IPI's Executive Director and IPI's Administrator for safe storage.**

**Step 7: Once accepted as a faculty member, a mentor is chosen to provide valuable guidance in honoring and completing faculty functions such as co-leading a weekend, chairing a weekend session, co-leading a group and teaching. Either the new faculty member chooses someone on the faculty to be their mentor for one year (which the mentoring pair may chose to extend), or the FDC assists the new faculty member in thinking about an appropriate mentor match. Once the choice is made, the chair of the FDC contacts the potential mentor to assess their interest. If that person accepts the mentor role, he (she) contacts the mentee directly to discuss how they want to proceed. If the faculty member declines the invitation to mentor, the process is repeated until one is found. The FDC will send the mentee and the mentor the Mentoring Guidelines.**

**Step 8: The Executive Director will inform the faculty, general IPI community and the IPI Board of the acceptance of the new faculty member.**

# Application Checklist for IPI Faculty Appointment

(Revised June 2020)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Date application submitted: \_\_\_\_\_

Graduate Program or Residency attended: \_\_\_\_\_

Internship or Residency location: \_\_\_\_\_

Faculty Advisor for Application Process: \_\_\_\_\_

\_\_\_ Applicants should write a four or five sentence statement detailing why they wish to be considered for an IPI Faculty Appointment and submit it with your application.

\_\_\_ Applicant has been advised that the FDC will gather feedback about their participation and credentials from IPI Full Faculty Members: \_\_\_yes \_\_\_no.

**Please confirm that you first received your professional license five or more years prior to this application.** Date licensed: \_\_\_\_\_

(In your state, if the time period required to be licensed after you receive your degree exceeds two years, please discuss this with the FDC.)

**Please indicate if you are a Full Member of IPI (required):** \_\_\_yes \_\_\_no. If no, please explain. (Prerequisite for Full Membership status is graduation from the IPI Two-Year Core Program (Object Relations Theory and Practice), or substantially equivalent training to IPI's Core Program.)

**Please indicate below which of the following you have completed.**

CORE Program ( <b>Required</b> ):	___ yes	___ no	Dates: _____
Fellows Program:	___ yes	___ no	Dates: _____
Infant Observation:	___ yes	___ no	Dates: _____
Psychoanalytic Couple Therapy:	___ yes	___ no	Dates: _____
Psychodynamic Psychotherapy Program:	___ yes	___ no	Dates: _____
Psychoanalytic Psychotherapy Consultation Program:	___ yes	___ no	Dates: _____
Psychoanalytic Training (IIPT):	___ yes	___ no	Dates: _____

If you attended a substantially equivalent program (or experience) to IPI's Core Program, please complete the following:

Name of substantially equivalent program: \_\_\_\_\_

Dates of Admission: \_\_\_\_\_ to \_\_\_\_\_

Completion date: \_\_\_\_\_

Experience: \_\_\_\_\_

**I have attended the required 4 consecutive weekends of an IPI program and a weekend-only or program-related GAM groups during those weekends:**

yes  no Date completed: \_\_\_\_\_

**IPI strongly encourages applicants to have engaged in their own personal treatment (preferably twice a week). We see this as integral to being a psychoanalytically oriented psychotherapist.**

**Please attach the following:**

- a copy of your resume
- a copy of certificate of completion for the equivalent program
- a copy of your current professional license
- a copy of your malpractice insurance policy certificate
- a small photo of yourself to be sent with the faculty survey

**Please have the following sent to the FDC Chair:**

- a copy of letters of recommendation from two supervisors (preferably one from within IPI and one from outside IPI)
- one general letter of support

**(These letters should recommend the applicant and vouch to his or her professional integrity and ethical conduct. No letter should be from your own therapist/analyst.)**

**After completion of the Core Program, it is expected that an applicant will have:**

**1. Successfully completed, per the course objectives, the GAM Group Leader/Teacher Training course offered by IPI:**

yes  no Date Completed: \_\_\_\_\_

**2. Made a local or national presentation of a supervised case that was mentored by an IPI National Faculty member:**  yes  no

Date of presentation: \_\_\_\_\_

Location: \_\_\_\_\_

Topic? \_\_\_\_\_

Clinical or theoretical? \_\_\_\_\_

Supervisor's name: \_\_\_\_\_

Mentor's Name: \_\_\_\_\_

**3. Be presently engaged in the practice of psychoanalytic psychotherapy or psychoanalysis:**

yes If yes:  full-time  part-time

no

**4. Received clinical supervision from at least two different supervisors on an on-going basis?**

Supervisor: \_\_\_\_\_ Dates: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Dates: \_\_\_\_\_

**Have you participated in any other post-graduate clinical/scholarly activities that would enhance your skills? (written or edited an article, chapter or book; taught post-graduate seminars or courses in a university or medical school, or received training in clinical supervision)?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**If appointed to a faculty position, I agree to:**

1. Attend 2 IPI weekend conferences each year
2. Attend the annual faculty retreat
3. Participate regularly in IPI Faculty meetings preceding the IPI weekends
4. Pay the annual IPI Faculty dues and IPI membership fees
5. Serve on one IPI national committee beyond a program- specific committee
6. Participate in group processes and institution meetings as needed
7. Annually submit proof of my current malpractice insurance and professional license
8. Be prepared to co-chair an IPI national weekend conference once every 3 years

**I understand the following:**

\* In evaluating an IPI faculty Application, the Faculty Development Committee considers several factors. The final decision is influenced by a combination of the following: the applicant's qualifications, their interview, the results of the faculty survey, the evaluation from the Group Leaders' and Teachers' Training, and letters of recommendation. Based on these, the FDC assesses the applicant's ability, and/or potential ability, to perform the various faculty tasks, as well as to fulfill the expectations stated below. A waiver of a requirement is strictly at the discretion of the IPI Director.

\* Expectations of faculty members: The viability of IPI is dependent upon the commitment and investment of the faculty's valuable resources, including, but not limited to, their knowledge, professionalism, creativity, energy, and commitment of volunteered time. It is assumed that the faculty will be reliable in carrying out their teaching responsibilities and be committed to working collaboratively within IPI's established values and procedures. When faced with difficult situations in their role, faculty members are encouraged to seek consultation or mentorship, such as from the Colleague Assistance Committee.

**Listed below are various faculty tasks. We expect that the level of experience and expertise among faculty members will vary, but that over time, each will embrace a willingness to grow and expand their abilities.**

**Faculty Tasks:**

- Lead Saturday Morning Only GAM Group
- Lead Weekend Only GAM Group
- Lead Other GAM Groups

Consult to Weekend GAM Group Leaders  
Chair a Session at a conference weekend  
Chair/Co-Chair a national weekend conference  
Serve on IPI national committee (Beyond any program-specific committee)  
Teach  
Mentor a Student Presentation  
Supervise  
Advise a Student  
Present a Case  
Weekend or Seminar Case Consultation  
Serve as a Discussant to a Presentation  
Co-Lead Faculty GAM Group  
Mentor New Faculty

**Ethical Disclaimer: I hereby certify that to my knowledge:**

1. Have there ever been any findings of unethical or unprofessional conduct?  
No \_\_\_\_\_ Yes \_\_\_\_\_
2. Are there any current or pending charges or allegations of unethical or unprofessional conduct?  
No \_\_\_\_\_ Yes \_\_\_\_\_

**If you answered yes to either question, please explain (add pages if needed.)**

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date Received by the Faculty Development Committee:** \_\_\_\_\_