

# Leadership Pulaski County



## Program Schedule & Application Criteria

The mission of Leadership Pulaski County is to help develop and inspire future leaders for the community. People who participate in the program will learn about different aspects of Pulaski County and the importance of being involved.

### Program Schedule

Leadership Pulaski County Class begins in August and concludes in February. Members meet once per month for briefings, tours, seminars and hands-on learning. In addition the class participates in a Graduation/Dinner in February.

*Each session is a full day. Each session will begin at 8:00 a.m. and end times will vary based on the session.*

**\*Networking Social** - August 3, 2017

**Session 1** - August 10, 2017

**Session 2** - September 14, 2017

**Session 3** - October 12, 2017

**Session 4** - November 9, 2017

**\*Evening event**

**Session 5** - December 14, 2017

**Session 6** - January 11, 2018

**Session 7** - February 22, 2018

**\*Graduation/Dinner** - February 22, 2018

### Application Criteria

- Participation is open to all citizens residing and/or doing business in Pulaski County. The program targets individuals with socio-economic backgrounds and seeks diversity reflective of the population at large. The recruitment process ensures a varied group representative of: business and professions, government, neighborhoods and community at large.
- Nominations are sought and encouraged from all segments of our community. Individuals can nominate themselves or those that they feel best exemplify the LPC program philosophy and goals. Participants are selected from applications submitted to the selection committee. Participants are selected based on merits through a highly competitive admissions process.
- Leadership Pulaski County is primarily a course for emerging leaders, but it is not a starting point. Prior to joining the LPC program, participants are expected to have established careers, demonstrated talent and leadership qualities, and participated in community activities.
- Leadership Pulaski County is limited to 15 individuals per class who represent a broad cross-section of the community. Applicants not selected are strongly encouraged to reapply in subsequent years.
- A selection committee reviews and rates each applicant; the applicants are then listed in order of numerical value.
- The selection committee is made up of past graduates of Leadership Pulaski County, Chamber board members, and Government and Military Affairs Committee members.
- In reviewing applications, the selection committee looks for potential participants who demonstrate:
  - ❖ Commitment and motivation to serve Pulaski County
  - ❖ Policy-shaping responsibility or position of leadership
  - ❖ Commitment of volunteerism, resulting in significant influence on important issues facing the community
  - ❖ Ability to commit to program attendance and participation requirements
  - ❖ A willingness to serve Pulaski County area following graduation by assuming greater leadership responsibilities within civic, charitable and community organizations.
- Selection is based upon thoroughness of answers on the candidate's application.
- Candidates must have full support from their sponsoring organization or business.
- Only one candidate per company will be selected to participate each year.

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## Application Instructions



### Application Instructions and Check List

Please gather all supporting materials before completing the form. Use the checklist below by checking the box to ensure a successful application. Incomplete applications will not be considered.

- Candidate Information, Employment information and Education information; All sections must be filled out in full
- General Information: Must be completed in full. Additional sheets are permitted.
- Activity Data: It is important to capture the extent of your volunteer activities including any leadership roles or any demonstrated impact as a result of your involvement. Additional sheets are permitted.

### Recommendations:

- Work Sponsors: must be signed by your employer and immediate supervisor. If you do not have an immediate supervisor, please explain. It is important your company or organization is aware of your time commitment and financial obligation and offers full support of the Leadership Pulaski County six-month program.
- Personal recommendations: List two (2) people but only one (1) letter of recommendation is required and accepted.

### Financial Commitment:

- Tuition will cover all materials, meals, class shirt, and other expenses. Upon notification of being accepted into the Leadership Pulaski Program the participant's sponsoring organization or business will be invoiced for the tuition. Tuition must be paid in full by August 1st.

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## Class of 2018 Participant Application



### Candidate Information

Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

Work Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Cell phone: (\_\_\_\_\_) \_\_\_\_\_

Business Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

### Background Information

Please attach a one page personal biography, narrative, or resume that addresses your professional experience, education background, and community involvement.

### Interests

Tell us in which areas you are interested.

- |                                                                      |                                                              |
|----------------------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Basic Leadership Skills                     | <input type="checkbox"/> Technology and Media                |
| <input type="checkbox"/> History of Pulaski County                   | <input type="checkbox"/> Economic and Work Force Development |
| <input type="checkbox"/> Education                                   | <input type="checkbox"/> Environment and Public Safety       |
| <input type="checkbox"/> City, County, State, and Federal Government | <input type="checkbox"/> Tourism                             |
| <input type="checkbox"/> Volunteerism and Community Service          |                                                              |

### Employment Information

Current Employer: \_\_\_\_\_ Date of Hire: \_\_\_\_\_

Type of Organization: \_\_\_\_\_

Leadership roles within the organization

List previous employment with dates of service, in reverse chronological order for the past three years, include active military duty

## Education

Begin with college(s), advanced degrees and/or specialized training.

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

Dates of Attendance (From-To) \_\_\_\_\_ Degree: \_\_\_\_\_

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

Dates of Attendance (From-To) \_\_\_\_\_ Degree: \_\_\_\_\_

Special Awards/Honors received: (use separate sheet of paper if needed)

## General Information (use separate sheet of paper if needed)

What has been your greatest accomplishment as a professional or as a volunteer?

In your opinion what is an important community issue or challenge and describe why it is important to Pulaski County.

Why are you proud to live and/or work in Pulaski County?

Give an example of a situation in which you significantly contributed to the success of a team.

**Activity Data** (use separate sheet of paper if needed)

In order of importance to you, list three recent volunteer activities in which you have been actively involved. These activities can include community organizations, church, children's school or industry organizations.

Organization: \_\_\_\_\_ Position: \_\_\_\_\_ Dates (From-To) \_\_\_\_\_  
Describe Responsibility: (Limit 250 words)

Organization: \_\_\_\_\_ Position: \_\_\_\_\_ Dates (From-To) \_\_\_\_\_  
Describe Responsibility: (Limit 250 words)

Organization: \_\_\_\_\_ Position: \_\_\_\_\_ Dates (From-To) \_\_\_\_\_  
Describe Responsibility: (Limit 250 words)

Summarize what you hope to contribute to our community as a result of participating in this program.

## Recommendations

**Work Sponsors:** This candidate has my full support to participate in Leadership Pulaski County. I am aware of the time commitment required, including mandatory retreats, the absentee policy, as well as the financial obligation. This must be signed by the employer.

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Personal Recommendations:** List two people other than your sponsors who are knowledgeable about your leadership performance and potential. Please submit a letter of recommendation from only one of the persons listed below.

**Only one letter will be accepted.**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

## Financial Information

**Tuition:** Upon notification of being accepted into the Leadership Pulaski County Program you will be invoiced for the tuition. Tuition in the amount of \$339.00 must be paid in full by August 1, 2017.

**All applications must be postmarked by May 5, 2017 to be considered for the 2017-2018 class.**

**Please return your application to:**

**Waynesville – St. Robert Chamber of Commerce**

**137 St. Robert Blvd., Ste. B**

**St. Robert, MO 65584**

Phone: (573) 336-5121 Fax: (573) 336-5472

Email: [info@wsrchamber.com](mailto:info@wsrchamber.com)

- Signed Application – your signature and your work sponsor signature(s)
- Signed Leadership Pulaski County Rules of Conduct and Commitment
- One letter of recommendation
- Headshot Photo, as an attachment (must be a high-resolution color photo in JPG format)

**You will receive an email acknowledgement of your application submission. Applications must be received or postmarked by May 5, 2017. Late Applications will not be considered.**

## Candidate's Signature

Signature: \_\_\_\_\_

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

## Referral

How did you hear about the Leadership Pulaski County Program?

# Leadership Pulaski County

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## Rules of Conduct and Commitment



1. ATTENDANCE

Attendance at the Welcome Dinner and Orientation is mandatory. Attendance at all sessions is expected. Participants may only accrue one absence and still remain eligible for graduation. If two or more sessions are missed the participants will have the opportunity to make up the absence during the next class year to graduate.

2. COMMITMENT

Leadership Pulaski County is a two year commitment. The first year participants will participate in the Leadership Pulaski County program and upon graduation, will be expected to assist in the planning and implementations of the next class year.

3. TUITION

Tuition for each participant of Leadership Pulaski County is \$339 which will cover all materials, meals, class shirt, and other expenses including one year membership in the Leadership Pulaski County Alumni Association. Upon notification of being accepted into the Leadership Pulaski Program the participant's sponsoring organization or business will be invoiced for the tuition. Tuition must be paid in full before the beginning of the first session.

4. CELL PHONE/PHONE CALLS

We ask that you be respectful of our speakers as well as other class members. All cell phones should be put on silent or turned off. There will be scheduled breaks and transition times you may utilize to make necessary phone calls. Excessive absences from a session due to phone calls will be counted against your attendance. Emergency phone calls can be directed to the Waynesville-St. Robert Chamber of Commerce at 573-336-5121.

5. SPEAKERS

Speakers do not receive any honorarium and travel at their own expense. We ask that you show the proper respect to these speakers. Please participate in the class and ask questions when appropriate. Please keep your questions brief and to the point, and allow the speaker time to answer your question.

6. SMOKING

Smoking is prohibited in classrooms, at meals, and on transportation. You may go to a designated area during session breaks.

7. SPOUSE/GUEST INVOLVEMENT

LPC is an intense program with very little free time scheduled. Under no circumstances will a spouse or guest be allowed to participate in class activities. Each participant may invite one guest to the graduation ceremony/dinner.

I understand the commitment to the Leadership Pulaski County Program and agree to abide by the rules of conduct and commitment above, as well as all other program requirements. If selected, I will devote the required time and pay my tuition on or before August 1, 2017. I further understand LPC extends beyond the six-month program to a lifetime of opportunity for involvement, including joining Leadership Pulaski County Alumni and supporting their work. I agree to be bound by these commitments by signing this application.

Candidate's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employer's signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>For Office Use:</b> <b>Date Received:</b> ____/____/____
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