

**APPLICANT CHECKLIST**

If you received a printed copy of the application, please contact the Chamber to receive an electronic version that will allow you to enter data and print the application. Before submitting your application, make sure you have done the following:

- Typed the application in its entirety and saved it electronically
- Signed and dated the original application on Page 3
- Note: Tuition not due until acceptance into the program and an invoice will be sent.

**Application Deadline: August 1, 2019**

\$3,750 business sector

\$2,500 for public sector

\$2,500 non profits and small businesses with fewer 25 employees

\$1500 non profits with fewer than 15 employees

Includes assessment, refreshments each session and all materials/curriculum.

Submit original application by e-mail to: [ckennedy@lynchburgregion.org](mailto:ckennedy@lynchburgregion.org)

All applicants will be notified of the Selection Committee's decision by **August 26, 2019**.

**PERSONAL INFORMATION**

SALUTATION:  Mr.  Mrs.  Ms.  PhD.  EdD.  Other \_\_\_\_\_

How many years have you lived in the Lynchburg region? \_\_\_\_\_

NAME:

\_\_\_\_\_

FIRST

MIDDLE INITIAL

LAST

Are you an alumnus of any Leadership Lynchburg programs?  No  Yes

NICKNAME / PREFERRED NAME: \_\_\_\_\_

Where do you prefer to get your mail?

Home  Work

\_\_\_\_\_

Email Address

**HOME****WORK**

STREET ADDRESS \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY STATE ZIP \_\_\_\_\_

CITY STATE ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

PHONE \_\_\_\_\_

CITY/COUNTY \_\_\_\_\_

FAX \_\_\_\_\_

**EMPLOYMENT INFORMATION**

CURRENT EMPLOYER: \_\_\_\_\_

EMPLOYED SINCE: \_\_\_\_\_

TITLE: \_\_\_\_\_

Briefly describe your current responsibilities at work: \_\_\_\_\_

List previous positions (within 10 yrs, beginning with most recent first, include military duty if applicable):

PREVIOUS EMPLOYERS

TITLE/RESPONSIBILITY

DATES

What do you consider your highest professional achievement to date or list special professional awards received?

\_\_\_\_\_  
\_\_\_\_\_

Do you anticipate being transferred in the next three years?  No  Yes

Leadership Lynchburg seeks to provide a diverse class of participants to represent all sectors of the region. Please complete the following:

**Organization Type (check one):**

- Big Business (>100 employees)
- Small Business (<100 employees)
- Government/Public Sector
- Civic/Non-Profit
- Other: \_\_\_\_\_

**Industry Type (check one):**

- Agriculture
- Arts
- Consultant
- Environment
- Faith Organization
- Law
- PR/Advertising
- Retired
- Student
- Other: \_\_\_\_\_
- Architecture/Engineering
- Community Volunteer
- Education
- Finance (Accounting, Banking, Insurance)
- Healthcare
- Manufacturing
- Retail
- Social Service
- Utilities

**EDUCATION** Begin with the most recent and include any postgraduate studies, college(s), & high school or equivalent.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SCHOOL NAME & LOCATION	DATES	DEGREE AWARDED	MAJOR/OTHER DETAILS
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**LIST ANY SPECIAL AWARDS/HONORS**

\_\_\_\_\_

**OPEN ANSWER QUESTIONS:**

1. Why are you interested in the Executive Leaders Forum? In other words, how might this program benefit you and your leadership?
  
2. What authority and decision making do you have at your organization and how does your leadership impact the organization?
  
3. What types of leadership or management challenges or questions are you personally addressing or facing at your organization?

**APPLICANT AGREEMENT**

The Selection Committee selects participants for the Executive Leaders Forum, based on their expressed interest in growing as a leader and a willingness to engage fully in the forum. Participants are expected to:

1. Be actively and fully involved in all aspects of the program including, and without limitations, agreed upon work in between sessions.
2. *All programs of Leadership Lynchburg are designed to foster teamwork and foster personal and professional leadership growth. We believe that this is best accomplished by being an active part of a team and to be fully present and engaged during each session. Our programs ask participants to stretch themselves and to value and leverage diverse points of view. This objective works best face to face. As a result, successful completion of the program stipulates that participants miss no more than two sessions, or the equivalent amount of hours. However, we realize that circumstances may arise that will impact your attendance. We will evaluate these situations on a case- by- case basis. In the past, we have not penalized any participant who has made a real effort to be a part of the program in spite of their challenges.*
3. Interact with other participants and staff with a positive attitude towards the program and the successful completion thereof.

Applicant Signature \_\_\_\_\_

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

- Leadership Council member     Co-worker     Radio     TV     Newspaper     Magazine
- I was nominated     Other