

## STUDENT APPLICATION

## LEADERSHIP NOVATO

Shaping Tomorrow.

Lead on. Lead Strong.

CLASS OF 2019

*Established in 1990, Leadership Novato is a comprehensive community building program designed to identify, develop and empower future leaders.*

Over the last twenty-seven years, Leadership Novato has developed a cadre of community leaders. In 1990, the Novato Chamber of Commerce (NCOC) established the *Leadership Novato* (LN) program to encourage community advocacy and generate candidates for civic participation. Leadership Novato's success is attributed to its comprehensive program and dedication to engaging its students and the local community.

Leadership Novato's legendary comprehensive program proudly partners with the *City of Novato*, the *Novato Unified School District*, the *Novato Sanitary District*, the *North Marin Water District* and the *Novato Fire Protection District*. By providing students with knowledge and perspectives from the point of view of the special districts, historical families, business owners, nonprofits and other community organizations students begin to understand how their community has come to be. Students also begin to formulate opinions, ideas and learn the skills necessary to implement their ideas in their daily lives.

Along with knowledge, students gain valuable leadership skills. Through a 'strengths-based' training and by working with their teams on a group project, students learn critical leadership skills. By establishing teams, Leadership Novato imparts valuable wisdom on team dynamics, chain of command, delegation, communication, creativity and most importantly, cooperation.

Congratulations on taking the first step to making your community a better place. By filling out this application, you begin the fulfilling journey that is *Leadership Novato*. You and your class will learn valuable skills and discuss relevant issues in today's community. On behalf of the entire Novato Chamber of Commerce, welcome aboard.

## CURRICULUM

Class discussion delves into various topics lead by subject-matter experts. Along with critical leadership and communication skills, students will visit various sites to learn about the different aspects that govern this community. Topics discussed include but are definitely not limited to:

- Civic Government
- Culture & Art
- Development
- Economics / Labor
- Education
- Health & Wellness
- History of Novato
- Housing / Livability
- Leadership Skills
- Nonprofits
- Planning
- Special Districts
- Strength-Based Leadership
- Sustainability
- Transportation
- Tourism



807 DeLong Avenue | Novato CA. 94945  
415.897.1164 x349 | [www.NovatoChamber.com](http://www.NovatoChamber.com)  
[Leadership@NovatoChamber.com](mailto:Leadership@NovatoChamber.com)

Shaping Tomorrow.

## SESSIONS & EXPECTATIONS

Discussions of the topics occur at monthly 'sessions' occurring on the second Wednesday of each month (September – May); the Leadership Novato calendar also includes a graduation ceremony and alumni social. Please note: this schedule does not represent time commitment students are making to outside of the program. Students are expected to attend every session and participate in their groups on their community project. Sessions are always the second Wednesday of each month and are listed here for your convenience.

***Students may miss as many as TWO sessions and remain eligible for graduation.***

Each session includes a continental breakfast and lunch; all of the presentation materials will be provided to the students either before or following the session. Students are expected to get to and from the various session locations and are more than welcome to communicate and establish carpools.

### Class of 2019 | Session Schedule

Alumni BBQ | [August](#)  
5:30 – 7:00 pm (location / final date TBD)  
Program Kickoff | [September 18](#)  
Session I | [September 19](#)  
Session II | [October 10](#)  
Session III | [November 14](#)  
Session IV | [December 12](#)  
Session V | [January 9](#)  
Session VI | [February 13](#)  
Session VII | [March 13](#)  
Session VIII | [April 10](#)  
Session IX & Graduation | [May 9](#)

## APPLICATION PROCESS

Please complete the following application and submit it to the Director of Leadership Novato.

*Early Bird Submission (\$100 discount)* [June 1, 2018 | 5:00 PM](#)  
***Final Submission Deadline*** [June 29, 2018 | 5:00 PM](#)

In order to qualify for the early bird discount, students MUST submit their fully completed application by **June 1, 2018 (5:00 PM PST)**. By the first class, students also must also have attended one of our Info Sessions for Leadership Info Session Dates. Students will be notified when/if they are selected to be in the class NO LATER than **Monday, July 16, 2018**. Full payment is due by **Wednesday, August 15, 2018**

### Class of 2019 | Info Sessions

Novato Chamber Offices 807 DeLong Ave

Friday March 23 | [12:15 – 1 PM](#)  
Wednesday April 4 | [12:15 – 1 PM](#)  
Thursday April 19 | [12:15 – 1 PM](#)  
Wednesday May 2 | [5:15 – 6 PM](#)  
Wednesday May 16 | [5:15 – 6 PM](#)  
Wednesday June 20 | [12:15 – 1 PM](#)  
Thursday June 28 | [12:15 – 1 PM](#)  
*Please RSVP with the Novato Chamber, Director of Leadership*

## TUITION

*Novato Chamber Member Tuition* \$950.<sup>00</sup>  
*Non-Chamber Members Price* \$1050.<sup>00</sup>

***Receive a \$100 Early-Bird Discount if you have your application submitted by June 1, 2018***

If you are interested in applying for a Leadership Novato scholarship please fill out the "Scholarship" section of this application.

## SUBMISSION

Please submit the completed Leadership Novato Application to Novato Chamber of Commerce care of Victoria Worch, Director of Leadership Novato. Feel free to utilize any of the following methods of submission: PDF submission, Email, Fax, Mail, or Drop-off at the Novato Chamber of Commerce.

Novato Chamber  
C/O Victoria Worch  
807 DeLong Avenue | Novato, CA. 94945  
[Leadership@NovatoChamber.com](mailto:Leadership@NovatoChamber.com)  
ph) 415-897-1164 x349 | fx) 415.898.9097

*Note: If you plan on submitting this form electronically make sure that you 1) download the form to your computer or desktop 2) open the saved file 3) fill out the form 4) click the "submit button" found at the end of the document.*



807 DeLong Avenue | Novato CA. 94945  
415.897.1164 x349 | [www.NovatoChamber.com](http://www.NovatoChamber.com)  
[Leadership@NovatoChamber.com](mailto:Leadership@NovatoChamber.com)

*Shaping Tomorrow.*

Last Edited: 3/21/2018  
Page 2 of 8

# LEADERSHIP NOVATO APPLICATION |

Class of 2018

## I. APPLICANT

\_\_\_\_\_  
*Applicant Name*

\_\_\_\_\_  
*Date*

## II. BUSINESS INFORMATION

\_\_\_\_\_  
*Employer*

\_\_\_\_\_  
*Job Title*

\_\_\_\_\_  
*Business Address*

\_\_\_\_\_  
*Suite/Office Number*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*State*

\_\_\_\_\_  
*Zip*

\_\_\_\_\_  
*Business Phone*

\_\_\_\_\_  
*Business Email*

\_\_\_\_\_  
*Number of Years with Organization*

\_\_\_\_\_  
*Please Briefly Describe Your Current Job Role & Responsibilities*

## III. PERSONAL INFORMATION

\_\_\_\_\_  
*Home Address*

\_\_\_\_\_  
*Apt/Suite Number*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*State*

\_\_\_\_\_  
*Zip*

\_\_\_\_\_  
*Home Phone*

\_\_\_\_\_  
*Personal Email*

\_\_\_\_\_  
*Cell Number*



## IV. QUESTIONNAIRE

1. How did you come to learn about Leadership Novato? *(Select all that apply)*
  - Employer Referral
  - Chamber Website
  - Social Media
  - Alumni Referral
  - Chamber Membership
  - If Other Please Explain:
  
2. How are you connected to Novato? *(Select all that apply)*
  - Resident
  - Public Official
  - Volunteer
  - Childhood Home
  - Work in Novato
  - Commute Through
  - No Connection
  - Recreationally
  - Former Resident
  - If Other Please Explain
  
3. Why do you want to participate in Leadership Novato?
  
4. What skills / knowledge do you hope to gain from Leadership Novato?
  
5. What unique perspectives or life experience do you bring to the class that you feel may be relevant to class discussion or group dynamics?
  
6. How do you hope to utilize your experiences from Leadership Novato after graduation? *(i.e. Run for public office, serve on a board of directors, volunteer etc)*



- 7. During the class, students will be placed into teams to complete a community service project. What two words best describe the kind of team member you would be?  
\_\_\_\_\_
- 8. Please list any community/service/club/association(s) etc. that you have recently or currently volunteer/work with

Organization	Position	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## V. NAME BADGE & PUBLISHING

Upon entering and completion of Leadership Novato, students will be presented with name badges, certificate of completion and more. Please fill out how you would like your name and organizations displayed. Please print and utilize one box per letter/character space.

FIRST NAME \_\_\_\_\_

MIDDLE\* \_\_\_\_\_

LAST NAME \_\_\_\_\_

PRIMARY ORG. \_\_\_\_\_

SECONDARY ORG. \_\_\_\_\_

1. Name As you want it displayed and published, middle name may or may not fit and is optional
2. Primary Organization (Sponsoring business / occupation location)
3. Secondary Organization (Nonprofit Organization / community involvement) Note: this secondary item may not always be listed



## VI. PERSONAL INFORMATION

In approximately 1-2 paragraphs, please identify and discuss a particular issue facing the local community. Please address how the issue specifically affects Novato and what recommendations you have for approaching and resolving this issue or concern:



## VII. SCHOLARSHIP REQUEST

Please only fill out this section if you intend to apply for a scholarship to cover part of your tuition. There are a limited number of scholarships available so we appreciate your time in filling out these supplemental questions. Please be assured that your information will remain confidential and not shared with anyone. (Maximum scholarship \$500)

1. Please let us know why you should qualify for a scholarship to the Leadership Novato program and how you would specifically use its training following graduation.



## VIII. RELEASE FORM FOR MEDIA RECORDING

I, THE UNDERSIGNED, DO HEREBY GRANT OR DENY PERMISSION TO NOVATO CHAMBER TO USE THE IMAGE OF MYSELF/AND MY PERSON AS MARKED BY MY SELECTION(S) BELOW. I UNDERSTAND THAT REGARDLESS OF MY CHOICE THAT THIS DOES NOT EXTEND TO CANDID IMAGES OF OUR CLASS IN GROUP SETTINGS. SUCH USE INCLUDES THE DISPLAY, DISTRIBUTION, PUBLICATION, TRANSMISSION, OR OTHERWISE USE OF PHOTOGRAPHS, IMAGES, AND/OR VIDEO TAKEN OF MY PERSON / TEAM OR LEADERSHIP CLASS FOR USE IN PUBLICATION MATERIALS THAT INCLUDE, BUT MAY NOT BE LIMITED TO, PRINTED MATERIALS SUCH AS BROCHURES AND NEWSLETTERS, VIDEOS, AND DIGITAL IMAGES SUCH AS THOSE ON THE NOVATO CHAMBER WEBSITE, MEDIA OUTLETS, SOCIAL MEDIA PLATFORMS ETC.

- Deny permission to use
- Grant permission to use my image, testimonials, company name as is current on my Leadership Novato Application (Class of 2019)

Signature \_\_\_\_\_ Date \_\_\_\_\_

## LEADERSHIP NOVATO AGREEMENT

CLASS OF 2019

### NAME (PLEASE PRINT):

I, THE AFOREMENTIONED/UNDERSIGNED, HAVE READ THIS APPLICATION IN ITS ENTIRETY AND COMPREHEND THE RESPONSIBILITIES EXPLAINED. I HAVE FILLED OUT THIS APPLICATION, UNDER NO DURESS OR THE COMPLIANCES OF OTHERS. SUCH RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO THE PAYMENT OF THE LEADERSHIP NOVATO TUITION, THE ATTENDANCE OF LEADERSHIP NOVATO SESSIONS, AND PARTICIPATION IN THE LEADERSHIP NOVATO TEAM SERVICE PROJECT, THE ATTENDANCE OF GRADUATION, THE CLASS RETREAT, AND PROMISE TO COMPLY WITH OTHER ATTENDANCE GUIDELINES. I UNDERSTAND THAT THE FAILURE TO MEET MY OBLIGATIONS MAY RESULT IN MY, INABILITY TO GRADUATE FROM THIS PROGRAM. I ALSO UNDERSTAND THAT LEADERSHIP NOVATO IS SUPPORTED THROUGH ITS ALUMNI AND THAT I MAY BE CONTACTED IN ORDER TO PARTICIPATE IN FUTURE LEADERSHIP EVENTS AS A SPEAKER, GUEST, OR SPONSOR BUT WILL BE NOT BE REQUIRED TO DO SO. I UNDERSTAND THAT PROGRAM DUES ARE TO BE PAID IN FULL BY AUGUST 15, 2018 (5:00 PM PST) AND THAT A REFUND IS NOT WARRANTED FOR FAILURE TO MEET ANY OF THE AFOREMENTIONED OBLIGATIONS OR EXPECTATIONS OF A LEADERSHIP NOVATO STUDENT. FINALLY, I ACKNOWLEDGE THAT I AM SINCERELY INTERESTED IN LEARNING ABOUT MY COMMUNITY. I ALSO UNDERSTAND THAT THE ELECTRONIC SUBMITTANCE OF THIS FORM CONSTITUTES A SIGNATURE OF MY COMPREHENSION AND AGREEMENT AND THAT I HEREBY TESTIFY TO THE ACCURACY OF THE INFORMATION I HAVE PROVIDED THAT IT IS TRUE.

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

Victoria Worch  
Director of Leadership Novato \_\_\_\_\_ Date \_\_\_\_\_

Coy Smith  
CEO, Novato Chamber \_\_\_\_\_ Date \_\_\_\_\_

*Note: If you plan on submitting this form electronically make sure that you 1) download the form to your computer or desktop 2) open the saved file 3) fill out the form 4) click the "submit button" found at the end of the document.*



807 DeLong Avenue | Novato CA. 94945  
415.897.1164 x349 | [www.NovatoChamber.com](http://www.NovatoChamber.com)  
[Leadership@NovatoChamber.com](mailto:Leadership@NovatoChamber.com)

Shaping Tomorrow.