



### Leadership Otsego County Confidential Application 2019-2020 Session

Leadership Otsego County is designed to identify emerging leaders in Otsego County who might participate in future civic leadership roles. It will provide them with the essential leadership skills to plan for and respond to future Otsego County challenges, while helping them to gain an understanding of the various sectors of the community and the needs within each sector.

For additional information about the Leadership Otsego County program, contact the Gaylord Area Chamber of Commerce at 989-732-6333 or [info@gaylordchamber.com](mailto:info@gaylordchamber.com)



## **PROGRAM GOALS:**

To enhance participant's skills through a broad based, practical curriculum, addressing the components of effective leadership;

To provide exposure to the challenges facing our community and the opportunities for creative solutions, To increase their understanding of the various sectors of the community and how they relate and interact, To foster a commitment to community service.

## **WHY:**

Leadership Otsego County is focused on developing a diverse network of informed community leaders. It provides benefits at three levels:

1. Community – Graduates will be more effective in their efforts to productively serve and better our community through enhanced individual commitment, increased knowledge and understanding of community issues, systems and decision-making processes, and expanded connections and contacts.
2. Employer/Organization – Graduates will add value to their employers/organizations through improved personal leadership and communication skills, deeper knowledge and broader perspective, and increased connections within the community.
3. Personal – Graduates will experience personal and professional growth and gain enhanced leadership and communication skills, a new and more diverse network of friends and community contacts, a greater knowledge of their community, and increased involvement in community activities.

## **ELIGIBILITY:**

Leadership Otsego County is open to anyone who lives or works in Otsego County and has an interest in learning about and becoming involved in the community. Approximately 14 individuals will be selected to participate in each class. Participants must attend all sessions and activities. Candidates will be required to submit a detailed application, including a description of their goals, personal definition of leadership, and expectations of the program. Their employer must sign off on their participation. Each applicant will then be asked to attend a one on one session with the Executive Director of the Gaylord Area Chamber of Commerce prior to acceptance into the program. Selection will be made by the Leadership Otsego County Steering Committee.

## **PERSONAL COMMITMENT TO THE PROGRAM**

The Leadership Otsego County Program is an extensive commitment but is well worth it!

If accepted into the program, your commitment will require attendance at one Leadership Module per month (approximately 8 hours or less), from September– May, Orientation is in September and a graduation ceremony in June. You must also commit additional time (approximately 8 hours per month) to extra activities such as a group community service project and homework. Each Leadership Module will begin at approximately 8:00am and end no later than 5:00pm.

## **GRADUATION:**

Graduation ceremonies for Leadership Otsego County will be held at the end of the nine sessions, and will be a celebration of the student’s experiences during the program. Participants will receive a graduation certificate during this special event. **All graduates will be asked to speak at graduation.**

Commitment Level/ Time:

- Orientation - 4 hours
- 9 Full Day Modules - 8 hours each
- Team Projects & Miscellaneous Homework - 8 hours/month
- Mentor Meetings -1 hour/month (min)
- Graduation - 5:30 pm – 7:30 pm

**Are you willing to make these commitments?**

YES \_\_\_\_\_ NO \_\_\_\_\_

*Absenteeism may result in being dropped from the program. After Orientation, tuition is non-refundable. If you are unable to make this commitment, you should apply at a later time when you can make the full commitment.*

Please type or print neatly in ink your responses to the questions below. Return this application to the Gaylord Area Chamber of Commerce.

**PART I. PERSONAL INFORMATION**

Name \_\_\_\_\_

Phone \_\_\_\_\_

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

Employer \_\_\_\_\_

Position/Title \_\_\_\_\_

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

Work Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

Preferred Mailing Address: Work \_\_\_\_ or Home \_\_\_\_ (check one)

Years lived in this area? \_\_\_\_\_

Registered Voter: Yes \_\_\_\_ No \_\_\_\_

Spouse's Name \_\_\_\_\_

**PART II. EDUCATION**

Begin with your most recent coursework/training completed; include relevant studies beyond highest degree received.

Institution & Location	Dates	Degree/Area of Study
_____		
_____		
_____		

**PART III. EMPLOYMENT**

Please list current employer first, followed by one previous employer.

Job Title: \_\_\_\_\_

Employer: \_\_\_\_\_

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

Immediate Supervisor: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Description of Responsibilities:

\_\_\_\_\_

Job Title: \_\_\_\_\_

Employer: \_\_\_\_\_

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

Immediate Supervisor: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Description of Responsibilities:

\_\_\_\_\_

**PART IV. MEMBERSHIPS and ACTIVITIES**

List current and/or past memberships in organizations (professional, civic, social, political, etc), any offices held, as well as any elected or appointed positions in public office. Begin with the most recent.

Organization -                      Office Held -                      Dates of Involvement

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PART V. AWARDS/RECOGNITION/INTERESTS**

List any honors, awards, fellowships or special recognition you have received (include description and dates).

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What are your personal interests, hobbies and/or leisure activities?

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**PART VI. BRIEF ESSAY RESPONSES**

On a separate sheet, type or print neatly in ink your responses to the following questions. Please limit your responses to no more than 200 words per question.

- 1) What do you consider to be the most significant contribution you have made to volunteerism in your community? What are your current and/or future interests in community service?
- 2) What do you consider to be the most significant contribution you have made to your professional field, company or organization? What are your professional goals?
- 3) What do you feel are the most important characteristics/qualities of a good leader? Why?
- 4) Given your response to Question 3, what do you hope to gain from Leadership Otsego County?
- 5) List three significant opportunities or challenges that you see facing Otsego County.

**TUITION:**

Tuition for Leadership Otsego County is \$550 (\$750 if employer/organization is not a member of the Gaylord Area Chamber of Commerce). Financial assistance may be available; if you need assistance, contact the Gaylord Area Chamber of Commerce. Tuition includes the cost of materials, breakfasts, lunches, snacks, transportation, room rentals and other program costs.

Tuition will be paid:

\_\_\_\_\_ By applicant

\_\_\_\_\_ By applicant's employer

\_\_\_\_\_ By a sponsor; Name of Sponsor:

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**LEADERSHIP OTSEGO COUNTY REQUIREMENTS:**

All Leadership Otsego County class members must: 1. Live or work in Otsego County; 2. Have an interest in seeking key volunteer, public office, board or commission roles; 3. Possess high standards of personal integrity; 4. Possess potential leadership ability and a personal commitment to solving community problems; 5. Be willing and able to commit the time necessary to complete the program. 6. Arrive on time for each class session and be in attendance the full day; 7. Use of cell phones, laptops, or tablets will not be allowed during the program and will be restricted to scheduled breaks only; 8. Participate in a community project to learn first-hand about community needs and issues. These activities will require time in addition to that spent in class sessions; 9. Meet with your mentor a minimum of once each month, outside of the class sessions. 10. Have the ability to access and utilize google classroom.

The Leadership Otsego County Selection committee will choose a maximum of fourteen (14) students for each LOC program year. Participants will be chosen through a comparative assessment from all applications received. The intent of this selection process is to create a group of the best quality candidates, which represent a cross section of interests within Otsego County.

**PART VII. COMMITMENT AGREEMENT**

Attendance is critical to your success in Leadership Otsego County. Your prompt and complete attendance at each monthly session is required. Full participation in Leadership Otsego County may involve a time commitment beyond the daylong monthly sessions, for such activities such as book readings and a community project. In addition, an important component of Leadership Otsego County is meeting with a mentor throughout the program. The minimum expectation is that you will meet with your mentor at least once a month.

**PARTICIPANT STATEMENT OF COMMITMENT:** If I am selected as a participant in Leadership Otsego County, I will devote the required time and energy to participate fully in the program.

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

**EMPLOYER STATEMENT OF SUPPORT:** I support this applicant to Leadership Otsego County, and agree to provide him/her with the necessary release time to fully participate in all activities.

\_\_\_\_\_ Signature of Employer \_\_\_\_\_ Date

**REFERENCES:** Please list two references we may contact with regard to your application:

\_\_\_\_\_ Name  
\_\_\_\_\_ Daytime Phone  
\_\_\_\_\_ Relationship to Applicant

\_\_\_\_\_ Name  
\_\_\_\_\_ Daytime Phone  
\_\_\_\_\_ Relationship to Applicant

**APPLICATION DEADLINE AND NOTIFICATION**

Return your application to the Gaylord Area Chamber of Commerce, 319 W. Main Street, P.O. Box 513, Gaylord, MI 49734. Applications must be received no later than 5:00 PM on August 12, 2019 to be considered for the program, which begins September 5, 2019.

Applicants will be notified of their selection status no later than August 19, 2019. Tuition payment will be due in full prior to the first session.



Leadership Otsego County is sponsored and produced by the Gaylord Area Chamber of Commerce. For more information about the program, contact the Gaylord Area Chamber of Commerce at 989-732-6333 or [info@gaylordchamber.com](mailto:info@gaylordchamber.com).