

## Participant Application Form

I am applying to be a participant in the Leadership Wood Buffalo 2018-2019 program:

### A. Applicant Information:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Date of Birth: YYYY / MM / DD  
Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Tel. (day): \_\_\_\_\_ (evening): \_\_\_\_\_ Cell #: \_\_\_\_\_  
Personal e-mail: \_\_\_\_\_  
Employer: \_\_\_\_\_ Your Position Title: \_\_\_\_\_  
Business e-mail: \_\_\_\_\_ Tel: (business): \_\_\_\_\_

### B. Personal Commitment:

If selected, I will devote the time and resources necessary to complete the Leadership Wood Buffalo program. I understand that this will require approximately 7 days away from work and 30 hours of personal time for group activities outside of class. I understand that should I be absent without notice from any part of the opening retreat, or from more than one "Community Learning Day" workshop, I will be required to withdraw from the program, and my program fee will not be refunded or transferred.

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

### C. Employer/Sponsor Approval for Time Commitment (if applicable):

The applicant has the approval of this organization and the applicant has our full support, if accepted, **to devote the time required to participate in the program.**

Employer/Sponsor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### D. Tuition Payment Agreement:

**Option 1: My employer agrees to pay the full tuition cost of the program, which is \$2700**

Employer Name (please print): \_\_\_\_\_ Employer Signature: \_\_\_\_\_

**Option 2: I agree to pay a portion (*please specify*) of the tuition cost, the balance will be paid by my employer**

Amount by Applicant: \$ \_\_\_\_\_ Amount by Employer: \$ \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Employer Signature: \_\_\_\_\_

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

❖ **All tuition fees, \$2700, must be paid in full prior to the program start date, October 13, 2018**

#### E. Who Should Apply:

- People interested in community leadership and wanting to make a difference.
- People looking to increase their understanding of the community, its opportunities and challenges.
- Leaders who are already engaged but are actively looking for ways to make new connections with other sectors to increase the impact of their work in the community in which we live.

#### F. Program Dates:

**Opening Retreat:** October 13-14, 2018  
**Learning Days:** November 8 & 9, December 12, January 9, February 6, March 7  
**Graduation:** March 8, 2019

#### G. Interest Letter:

Please submit a letter with your application form indicating why you wish to be a participant in this Community Leadership Program. You can consider the following questions:

- Describe one or two experiences in your professional or community career where you demonstrated leadership initiative in creative and effective ways. What was unique about these situations? What did you learn from them?
- What leadership opportunities and challenges/difficulties have you experienced when you have gone beyond conventional thinking to search for new opportunities or fundamental change?
- Why are you personally motivated to explore personal leadership?
- How do you foresee yourself involved in the community?

#### H. Reference Letter:

In addition, please provide a confidential letter of reference to support your application to Leadership Wood Buffalo by having it emailed directly from your reference to:

Email Address: [brandi.gartner@fusesocial.ca](mailto:brandi.gartner@fusesocial.ca)

\* A mentor, a community volunteer, or a personal acquaintance who will attest to your suitability for the Leadership Wood Buffalo program may submit this letter. Please refer to the *Reference Request Form* for guidance.

### **The Deadline for 2018-2019 Applications is August 31, 2018**

Applications will continue to be accepted after the deadline; however, priority will be given to the applications received by **July 24**. Please complete & attach the following forms:

- **Application form**
- **Interest Letter**
- **Reference Letter**

*Applications, interest letter and reference letter can be e-mailed directly to [brandi.gartner@fusesocial.ca](mailto:brandi.gartner@fusesocial.ca) upon completion.*

The Selection Committee will review your application in confidence. A personal interview may be scheduled as we complete the make-up of the class. Please understand it is our goal to have a diverse class with participants representing many sectors and points of view. You will be notified by September 14 of the status of your application.

**Thank you for your interest in Leadership Wood Buffalo**

## Reference Request for \_\_\_\_\_

(Applicant's Name):

The Leadership Wood Buffalo program is a community-focused program designed to identify and develop current and future leaders from the public, private, and social profit sectors in the Wood Buffalo region. Leadership Wood Buffalo is a hands-on, experiential program designed to explore and develop leadership capacity and skills within the context of current community issues in the Regional Municipality of Wood Buffalo. The community becomes your leadership development classroom.

Our vision is *"Inspired and committed leaders who enhance change and make a difference in our community"*.

Our mission is to develop active community leaders with the capacity to take on the challenges and opportunities that come with responsible citizenship.

**To assist us in selecting the most appropriate candidates for our community leadership program, we would appreciate if you could take a few minutes to share with us the reasons why you believe the above-named *Leadership Wood Buffalo* candidate will be a successful community leader.**

Please feel free to comment on any or all of the following individual characteristics in your reference:

- Does the candidate demonstrate high integrity and trustworthiness?
- In your opinion and from your experience with this candidate, was she/he able to work collaboratively with others, meet his/her commitments to act responsibly?
- Does the candidate demonstrate commitment to go beyond conventional thinking?
- How would you rate his/her creativity in problem solving and coming up with positive approaches to facing challenging situations?
- Does the candidate strike you as truly caring about the future of our community, wants to make a difference and willing to stay in the region for five or more years?
- Does the candidate show initiative and is she/he a self starter? Did you see him/her in roles where they demonstrated ability to lead others in achieving community objectives?
- Any other comment which will affect the individual's candidacy to this program positively or otherwise.

- **Please e-mail your reference letter by August 31, 2018 confidentially to:**

**brandi.gartner@fusesocial.ca**

*We appreciate your honesty and assistance.*