



Leadership Fort Smith

Class of 2011 Application

Program Schedule

2010

August 5	Orientation
August 26	New Class Reception
September 2	Leadership Workshop
September 17-18	Opening Retreat
October 14	History
November 18	K-12 Education
December 9	Economic Development

2011

January 6	Regionalism
January 27	Higher Education
February 16	State Government
March 10	Local Government
April 7	Law Enforcement / Judicial System
April 28	Health/Human Services
May 14	Closing Retreat
June 2	Commencement Banquet

Application must be postmarked no later than May 10, 2010.

CONFIDENTIAL

Application Instructions

- *Your completed application will consist of:*
 1. Pages 1-5 (this top page may be kept for reference)
 2. A typed explanation (up to one page) of what you hope to gain from participating in Leadership Fort Smith and what you believe you could give back to your community as a graduate of the program, and
 3. Two letters of recommendation from sources who have observed your leadership skills or potential
- Please type or clearly print your answers in black ink. This application is also available for download at www.leadershipfortsmith.com (select “program” tab and then “application”).
- Limit answers to available space if possible. Additional pages may be attached.
- Both the applicant and the applicant’s employer or supervisor, if applicable, must sign the application and commit to the attendance policy. *See Employer’s Commitment, page 4.*
- The application, letters of reference and any other attachments must be postmarked no later than May 10, 2010.
- All applicants will be notified by mail on June 24, 2010.

LETTERS OF REFERENCE:

Two letters of recommendation are required from sources who have observed your leadership skills or potential. The following questions should be provided to your sources and must be addressed in their letters. You may also direct your sources to the website, www.leadershipfortsmith.com, so that they may download the questionnaire.

The two letters of recommendation must answer the following:

1. How long have you known the applicant?
2. In what capacity do you know the applicant?
3. Please describe the applicant in relation to the following criteria:
 - a. *Commitment*
 - b. *Leadership and organizational ability*
 - c. *Accomplishments as a leader*
 - d. *Ability to work well with others*
 - e. *Potential for making a difference in the community*
4. General comments
5. Name of person completing reference
6. Date completed
7. Telephone number and name of business or organization of person completing reference

You may attach your recommendation letters to your application or have them mailed separately by their authors, or have them e-mailed by the authors directly to lfs@uafortsmith.edu. Mail your application, postmarked by May 10, 2010, to:

**Leadership Fort Smith
c/o University of Arkansas - Fort Smith
5210 Grand Avenue
P.O. Box 3649
Fort Smith, AR 72913-3649**

LEADERSHIP FORT SMITH CLASS OF 2011 APPLICATION

_____ Date completed and mailed

Applicant Name: _____

My application includes (please check each box):

- Pages 1-5, completed
- A typed explanation of what I hope to gain from participating in Leadership Fort Smith and how I will be able to contribute to the community as a graduate of the program.
- Two letters of recommendation (____ attached) or (____ being mailed or e-mailed separately)

I have (please check each box):

- read the Attendance Requirements and Selection Criteria.
- read and signed the Participant Commitment and Pledge.
- read and completed the Tuition and Funding section.

My employer or supervisor (if applicable) has:

- signed the Employer's Commitment.

ATTENDANCE REQUIREMENTS

Attendance is required at all 10 regular, full-day sessions and the retreats in September and May. Additional projects may be assigned. Even though emergencies do arise, any participant missing more than four half-days will automatically be dropped from the program and no portion of the tuition will be refunded. Missing any portion of a half-day will be considered a half-day absence. In order to gain full benefit from the program, participants must attend the September and May retreats. Those who are unable to attend should delay their application until the following year.

Session hours vary slightly, but normally the days begin by 7:45 a.m. and end by 5:30 p.m.

SELECTION CRITERIA

The goal of Leadership Fort Smith is to identify existing or new leaders in the community who can assume a leadership role in determining the future of the Greater Fort Smith Region. The program is targeted for individuals who are already recognized for their leadership potential.

The Selection Committee will objectively evaluate each applicant's leadership potential, sphere of influence, and demonstrated or expressed interest for constructive involvement in community affairs. The following will be considered in evaluating each applicant:

- Applicant's previous and current involvement in his/her community
- Applicant's involvement in his/her own sponsoring business or organization
- Leadership potential
- Motivation/Attitude
- Education/Training
- Career Background/Work Experience
- Special Consideration (estimated time available for community work, potential for contribution to the community, representation of previously unrepresented segment of the community, ability to help create a more diverse class)

Class size is limited to 25 participants. Applicants are encouraged to reapply if not selected for this year's class.

ALL APPLICATIONS ARE SUBJECT TO CONFIDENTIAL EVALUATION.

Please type or print legibly.

Name _____
Last First Middle

Business Address _____
Number Street City/State Zip

Home Address _____
Number Street City/State Zip

Home Telephone _____ Business Telephone _____

Cell Phone _____ Spouse's Name _____

Names and Ages of Children _____

*Length of Residence in the Greater Fort Smith Region: _____

**Participants must have resided or been employed in the Greater Fort Smith Region for at least one year.*

OPTIONAL DATA

You are being asked the following questions to ensure that those individuals selected for the program reflect the diversity of the community. Any answers you believe will not significantly add to the Selection Committee's knowledge should be considered optional.

Age _____ Gender _____ Race _____ Do you require special access accommodations? Yes _____ No _____

Other information about you that would add to the diversity of the class:

EDUCATION

Begin with high school and include college(s), business or trade schools, and/or other specialized training.

<i>Name and Location of School</i>	<i>Dates Attended</i>	<i>Degrees</i>	<i>Major</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Academic/Extracurricular activities you consider leadership-related: _____

EMPLOYMENT/VOCATION

Present Employer _____ Date of Employment _____

Present Title or Responsibility _____ Effective Date _____

Previous Employment
Begin with most recent; account for all periods, including active military duty.

Employer	Title/Responsibility	From	To
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

COMMUNITY ACTIVITIES

List civic, business, religious, social, and other organizations in which you have been involved during the past 10 years.

Organization	Dates of Membership	Office/Position Held	Year(s) Position Held
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Special Recognition for Leadership Activities: _____

What have you accomplished in these community activities that you think is important?

PARTICIPANT COMMITMENT AND PLEDGE

Leadership Fort Smith is designed to be a learning experience and requires the following commitment on the part of the participant:

1. I fully understand the Attendance Requirements printed on page 1.
2. I understand that there will be some activities in addition to the regular sessions (independent activities, meetings, tours, interviews, etc.) in which all participants will be expected to participate.
3. I understand that the tuition is \$1,500 and that all participants must pay the first \$250 themselves, even if they are sponsored by a business or organization.
4. I understand that the full amount of tuition is due to the Leadership Fort Smith office no later than August 31, 2010.
5. If selected, I will not use contents from the sessions or statements made therein for the purpose of news coverage.
6. If selected, I will not use the name of Leadership Fort Smith in a political campaign to imply endorsement by Leadership Fort Smith.

Applicant's Signature

EMPLOYER'S COMMITMENT

An employer must fully support an applicant in his/her participation in the program. Please have your employer or supervisor (if applicable) sign the following commitment.

This application has the approval of this firm, and the applicant has our full support, which includes the time required to participate in the program.

Signature

Firm

Title

TUITION AND FUNDING

This page is not viewed during the class selection process.

All Applicants Please Read:

Tuition for each participant is \$1,500, which covers all of the participant's program costs, including meals, transportation, lodging and materials. Each participant shall make a minimum personal financial commitment of \$250 of the tuition, due **August 16, 2010**. The full amount is due to the Leadership Fort Smith office no later than **August 31, 2010**, unless other financial arrangements have been approved.

- A limited number of partial scholarships are available from the Leadership Fort Smith Alumni Association. They are intended to assist persons who are employed by non-profit organizations or with government and education agencies.
- Extended payment plans are available.

All Applicants Please Complete the Following Tuition Payment Information:

How will tuition be paid? Please indicate amounts

Personally \$ _____ (\$250 minimum personal commitment)

Employer \$ _____ Name of Employer _____

Organization \$ _____ Name of Organization _____

If tuition assistance or extended pay plan is needed, also complete the following section.

Request for Tuition Assistance:

Please review the options below and complete this section if you will require tuition assistance.

1. Sponsorship

Are you affiliated with any civic or community organizations that might contribute to your tuition?

_____ yes _____ no

If yes, please fill in the organization(s) name below. It is assumed you would be willing to participate in locating a sponsor.

2. Tuition Assistance by Leadership Fort Smith Alumni Association

What portion of the \$1,250 (\$1,500 minus personal contribution of \$250) are you seeking?

____ 25% ____ 50% (maximum amount payable by LFSAA) \$ _____ actual dollar amount (less than 50%)

3. Extended Payment Schedule

An extended payment schedule is available if needed. The initial payment of \$250 is due by August 16, 2010, and the remaining \$1,250 is paid over 8 months (September–April).

Would this extended payment schedule replace your need for tuition assistance? _____ yes _____ no

If I am selected for the Leadership Fort Smith program and I choose the extended payment option (#3), I agree to pay the full amount even if I withdraw from the program prior to its completion or if I am dropped for not meeting the program requirements.

Signed _____ Date _____

(Print Name)