



# 2014–2015 Adult Leadership Program Application

**Registration for Class 2015 begins on February 1, 2014!**

*Applications are open to any interested community member who has the desire, enthusiasm and commitment to develop their leadership skills and knowledge for the benefit of themselves, others and the community.*

## Purpose of Leadership Kaua'i

Leadership Kaua'i's goal is to improve and broaden community leadership resources through better understanding and education. In achieving our program objectives of personal development and greater community collaboration, Leadership Kaua'i strives to strengthen and expand the ranks of Kaua'i's effective leaders. Our 10-month program allows community members to conduct a self-assessment of their leadership skills, inspire new perspectives, develop skills and expand knowledge, while simultaneously establishing lasting relationships with diverse colleagues from around Kaua'i. In the team project component, students take what is learned in the classroom and apply it as they work collaboratively on a community issue.

## Personal Information

NAME:	_____
HOME ADDRESS:	_____
CELL PHONE:	_____
E-MAIL:	_____

## Business / Employment Information

EMPLOYER/AFFILIATION:	_____
TITLE:	_____
WORK ADDRESS:	_____
WORK PHONE:	_____

## Tell Us About Yourself

*Please provide responses to the following and feel free to attach additional sheets of paper.*

### GENERAL

*How long have you lived on  
Kaua'i?* ...

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*Do you expect to be living  
on Kaua'i for the next five  
years?* ...

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*Have you participated in  
any other leadership  
programs?* ...

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### PROFESSIONAL

*Describe the organization  
you work for and  
summarize your  
responsibilities.* ...

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# 2014–2015 Adult Leadership Program Application

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List information about your employment background (companies, titles, dates). ...

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What are you long-term professional objectives? ...

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## COMMUNITY INVOLVEMENT

List community, civic, professional or volunteer organizations of which you are a former or current member. ...

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How much time each month do you commit to these organizations? ...

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What do you consider your most important accomplishment in one of the above organizations? ...

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What kinds of volunteer activities would you like to become involved with in the future? ...

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## LEADERSHIP

What do you expect to gain from participating in Leadership Kaua'i? ...

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How do you expect to use your Leadership Kaua'i experience? ...

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If you are selected for Leadership Kaua'i's Adult Program, what unique characteristics will you bring to the class? ...

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In your judgment, what are the two most pressing problems facing our island today? Explain your answer, and make specific recommendations for approaching and resolving these problems. ...

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## EDUCATION

List information about your educational background, e.g. school, degree, major, program, dates. ...

What were your principal activities, leadership positions, and honors or awards while in school? Indicate those of greatest importance to you. ...

## REFERENCES

List the names of three business and/or personal references that can be contacted by the selection committee (name, affiliation, phone numbers, e-mail address). 2 Letters of Recommendation are also required.

REFERENCE #1	REFERENCE #2	REFERENCE #3
Name Title, Affiliation Phone Number E-mail		

## How did you hear about Leadership Kaua'i's Adult Program?

- EMPLOYER   
 COLLEAGUE   
 FRIEND   
 ENTERPRISE RECORD   
 NEWS & REVIEW   
 RADIO   
 TV  
 OTHER:

## Class Schedule

Aug 22, 2014 Orientation	Oct 10, 2014	Dec 12, 2014	Feb 13, 2015	April 10, 2015
Sep 12-13, 2014 (Overnight)	Nov 14, 2014	Jan 16, 2015	Mar 13, 2015	May 8, 2015

\*\*\* June 12, 2015 Graduation \*\*\*

Each class will be held on Kaua'i and will include experienced presenters, panel discussions, videos and skill practice sessions. We will recognize and respect the values of all cultures, encourage openness and honor confidences.



# 2014–2015 Adult Leadership Program Application

## Tuition

Upon selection to Leadership Kaua'i's Class of 2014, you will be sent an invoice for your non-refundable tuition.

**Leadership Kaua'i's Adult Leadership Program: \$3,000 tuition + \$200 for online LPI (Leadership Practices Inventory) assessments - \$100 each for one at the beginning and one again at the conclusion of the program.**

If you are interested in applying for a scholarship or a payment plan, please complete a *Tuition Assistance Scholarship Application* (following pages).

### Check the box(es) below that apply:

- Employer will be paying tuition fees.
- Applicant will be paying tuition fees.
- Employer and Applicant will be paying tuition fees.
- Tuition Assistance Requested.

## Selection Criteria

The Executive Director, Program Director and a committee of community leaders will review the applications and interview candidates. The committee will strive to make each class reflective of our diverse community. The most important factor in the Leadership Kaua'i selection process is the identification of those individuals most apt to use their leadership for the long-term benefit of the community. The program selects individuals with a desire for a deeper understanding of Kaua'i and with a sincere commitment to serve in the community. The typical applicant will be a resident of Kaua'i and have demonstrated both an interest in community issues and have a record of participation/achievement in voluntary community activities.

## Participant Time Commitment

To accomplish the program's objectives, full participation of each individual is necessary. Participation includes **mandatory attendance at the Overnight Leadership Retreat, Graduation**, as well as attendance at a **minimum of 8 of the 10 regular monthly sessions**. The integrity of the program requires that participants be on time and present from start to finish (8 am to 5 pm) of each program day to both learn the leadership skills and to develop personal relationships.

This is the minimum graduation requirement. In addition, the program includes class projects in which students will work together on a community issue throughout the program and engaging in Leadership Practices Inventory 360 Exercise and a Personal Leadership Development Plan. Participation in all aspects of the program will enable you to get the most out of your Leadership Kaua'i experience.

**Note on Attendance:** Sometimes it is difficult to attend a program for various reasons, including work and family responsibilities. Despite these challenges, each individual attendance is important for the entire class to function as a whole entity, as well as the integrity of the student becoming a Leadership Kauai graduate.



# 2014–2015 Adult Leadership Program Application

## Acceptance of Terms and Approval

### Applicant

I understand the purpose of Leadership Kaua'i and that completion of this application does not guarantee my acceptance into the program. If selected to participate, I will devote the time required as stated above. In addition, I have the full support of my employer regarding the time required to participate.

### Employer

I have reviewed this application and understand the time and financial commitment the program requires. We agree to support Leadership Kaua'i and these commitments if our candidate is selected.

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↑ APPLICANT NAME (PRINT)

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↑ SUPERVISOR'S NAME (PRINT)

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↑ APPLICANT SIGNATURE

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↑ SUPERVISOR'S SIGNATURE

To provide a measure of accountability, any participant who misses 3 classes for any reason will have his/her class record and reasons for absences reviewed by Leadership Kaua'i for possible expulsion from the program. Each case will be reviewed on an individual basis, and a final determination will be made by Leadership Kaua'i. As a service to the employers who are devoting resources to allow employees to participate in the program, Leadership Kaua'i will offer a class-by-class attendance report for each participant the employer desires. If you, as an employer, would like to take advantage of this report, please indicate below:

I would like to receive a class-by-class attendance report of this program applicant if (s)he is selected for Leadership Kaua'i's Adult Leadership Development Program. Please forward report to me via email \_\_\_\_\_ or fax \_\_\_\_\_.

## Submitting Applications

**Applications due on August 4, 2014.** If you e-mail your application, an **original copy of the commitment form must be mailed** or delivered to our office. Upon receipt of your application, you will be sent an e-mail confirmation with information about the interview process.

- **E-mail:** [exdir@leadershipkauai.org](mailto:exdir@leadershipkauai.org)
- **Physical Address** for walk-in delivery should be taken to 3011 Aukele Street in Lihu'e. We are located in the industrial area behind Kuhio Motors, on the 2<sup>nd</sup> floor of Senter Petroleum directly behind the filling station.
- 2 Letters of Recommendation are also required. Letters should be specific towards your participation in Leadership Kaua'i, written within the last 6 months, and may be sent separate from your application.

**Mailing Address:**  
**Leadership Kaua'i**  
**ATTN: Selection Committee**  
PO Box 1567  
Lihu'e, HI 96766



## 2014–2015 Adult Leadership Program Application

### Tuition Assistance Scholarship Application (Optional)

Upon acceptance to Leadership Kaua'i's Class of 2014, the non-refundable tuition fee is \$3,000 + \$200 for online LPI (Leadership Practices Inventory) assessments. A very limited number of scholarships are awarded in amounts up to \$2,500. Please complete both items below.

#### 1. Amount of Assistance Requested

APPLICANT CONTRIBUTION:	\$...
EMPLOYER CONTRIBUTION:	\$...
PERSONAL CONTRIBUTION:	\$...
SCHOLARSHIP REQUESTED:	\$...
TOTAL:	\$3,200

#### 2. Please explain in 100 words or less why you are requesting a scholarship...

#### Payment Plan (Optional)

In limited cases, payment plans are available on the following schedule below. A similar payment schedule is available for scholarship recipients upon request.

		AMOUNT DUE
Down Payment	Upon acceptance	\$300 + \$100 for LPI assessment
8 Monthly Installments	09/01/14 – 04/01/15	\$300
Final Payment	05/01/15	\$300 + \$100 for LPI assessment

**I am interested in a payment plan.** Upon acceptance, please invoice me accordingly.



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## Acknowledgement

I confirm that all information offered above is complete and accurate. I understand that there are a very limited number of scholarships available and that completion of this application does not guarantee a scholarship will be awarded.

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↑ APPLICANT NAME (PRINT)

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↑ SUPERVISOR'S NAME (PRINT)

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↑ APPLICANT SIGNATURE

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↑ SUPERVISOR'S SIGNATURE