



# 2019–2020 Adult Leadership Program Application

**Registration for Class 2020 begins on February 1, 2019!**

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

## 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.

## Business / Employment Information

EMPLOYER/AFFILIATION	_____
NAME:	_____
JOB TITLE:	_____
WORK EMAIL	_____
WORK PHONE:	_____
WORK MAILING ADDRESS:	_____
SUPERVISOR NAME	_____
SUPERVISOR PHONE	_____
SUPERVISOR EMAIL	_____

## Personal Information

NAME:	_____
HOME ADDRESS:	_____
MAILING ADDRESS:	_____
HOME PHONE:	_____
CELL PHONE:	_____
EMAIL ADDRESS:	_____
T-SHIRT SIZE:	_____



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## 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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*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 23, 2019 <i>Orientation</i>	Sep 13-14, 2019 <i>(Overnight)</i>	Oct 18, 2019	Nov 15, 2019	Dec 13, 2019
Jan 10, 2020	Feb 14, 2020	Mar 13, 2020	April 10, 2020	May 8, 2020

\*\*\* June 5th, 2020 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.



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## Tuition

Upon selection to Leadership Kauai's Class of 2020, you will be sent an invoice for your non-refundable tuition.

**Leadership Kaua'i's Adult Leadership Program: \$3,750 tuition due on September 1, 2019  
Includes \$400 for online Leadership Practices Inventory (LPI) assessments.**

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

**Check the boxes 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.



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## 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 2 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

**Application due on August 1, 2019.** 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 4485 Pahe'e Street, Suite 103, in Lihu'e. We are located in the Veterans Administration Center next to the Gather Credit Union.
- 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



# 2019–2020 Adult Leadership Program Application

## Tuition Assistance Scholarship Application (Optional)

Upon acceptance to Leadership Kaua‘i Class of 2020, the non-refundable tuition fee is \$3,750 includes \$400 for online Leadership Practices Inventory (LPI) 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:	\$3,750.00

### 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	\$500
8 Monthly Installments	09/01/19 – 04/01/20	\$375
Final Payment	05/01/20	\$250



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

### 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