



Celebrating 36 Years Strong!

**APPLICATION PACKAGE
For 2017-2018**



THE MISSION:

The Leadership Lufkin Program is designed to identify and educate the existing and potential leaders of Lufkin and Angelina County.

THE PROGRAM:

Leadership Lufkin will consist of 7- 8 sessions held monthly on designated Thursdays from September through May each year. Sessions will cover such topics as leadership skills, city and county government, economic development, health care, safety, community services, quality of life, and the history and future of our county. Most sessions will begin at 7:45 AM and end around 5:00 PM with lunch provided. The time may vary depending on what events are scheduled for the day.

APPLICANT ELIGIBILITY:

- Must be 21 years or older.
- Must live or work fulltime in Angelina County.
- Must obtain approval from CEO or Senior Executive where applicant works.
- Must show the desire and enthusiasm to be involved in the community and become a leader.
- Must complete in full the application and consent forms and submit before the deadline.
- Must be able to pay the non-refundable \$1200 tuition for the program prior to the retreat or be the recipient of a scholarship to provide the tuition.
- Must be available to attend all sessions, activities, required volunteering and extracurricular requirements listed in the packet.

APPLICATION PROCESS

- **Applications will be available on April 1st with a submission deadline of 5:00 PM on June 1st.**
- Applications will be available at www.Leadershiplufkin.com or at the Lufkin/Angelina County Chamber of Commerce at 1615 S. Chestnut.
- If financial assistance is requested, please attach the scholarship request to the front of the application.
- All applications must be turned in to the Chamber of Commerce by 5:00 PM on May 1st. Applications will not be accepted after this time unless the deadline has been extended by the Chamber of Commerce.
- **Do not enclose the fee with the application. Fees will not be accepted until the class has been selected.**
- Applications must be completed in full to be accepted.

SELECTION PROCESS

- Applications will be available on April 1st with a submission deadline of 5:00 PM on June 1st.
- **Class selection will be made from the first 25 qualified applicants with Chamber members receiving priority.**
- Applicants that are Chamber members will have first right for class selection. Non-member applicants will be selected from the balance of 25 qualified applications.
- Chamber of Commerce members in the Chamber Chairman's Circle Membership Level will have first right of refusal in the class.
- Applications are logged in as they arrive so there is a record of the time and date for each application.
- Only complete applications will be considered.
- The Leadership Lufkin Committee will review applications for completeness and qualification and make recommendations to the Chamber Board of Directors for approval of class selection.
- The Chamber Board will have the final determination and approval of the Leadership Lufkin class. This includes the right to determine if an applicant qualifies or is not representative of the Leadership Lufkin program.
- All applications will remain confidential and will be used only for the purpose of the Leadership Lufkin program.

NOTIFICATION PROCESS

- Applicants will be notified in writing of their acceptance into the program by August 1st.
- Applications that were not within the first 25 qualified applications will be notified in writing, as well.
- Applications that were not within 25 will be retained and prioritized for next year's program.

The following application must be completed in full and returned to the Lufkin/ Angelina County Chamber of Commerce by 5:00 PM on June 1st before application will be considered for the program.



Please Note: Class selection will be made from the first 25 qualified applicants with Chamber members receiving priority.

PERSONAL DATA

DATE: _____

COMPLETE NAME: _____

NICKNAME OR PREFERRED NAME: _____

DATE OF BIRTH: _____
HOME ADDRESS: _____ ZIP CODE: _____
HOME PHONE: _____ CELL PHONE: _____
PREFERRED EMAIL: _____

COMPANY: _____
BUSINESS MAILING ADDRESS: _____ ZIP CODE: _____
BUSINESS PHONE: _____ FAX #: _____

LENGTH OF RESIDENCE IN ANGELINA COUNTY: _____
HOW LONG DO YOU ANTICIPATE LIVING HERE? _____
IF MARRIED, SPOUSE'S NAME: _____
CHILDRENS' AGES: _____
HOBBIES: _____

POLO-STYLE SHIRT SIZE: (These are men's and women's sizes—not unisex sizes)

(CIRCLE ONE) SMALL MEDIUM LARGE XL XXL XXXL

EMPLOYMENT

Present Employer _____ Service Date _____

Type of Organization _____

Job Title _____ Since _____

Briefly describe the responsibilities of your employment: _____

COMMUNITY INVOLVEMENT

(Information gathered from questions A - C will assist with the operation of the Board Shadowing Program.)

A. What is your involvement in the community at this time?

Organization	Assignment/Position

B. How much time, if any, do you commit to volunteer work each month?

C. In what kinds of volunteer activities would you like to become involved in the future?

D. Have you been through the Leadership Tomorrow program? ___ Yes ___ No

If so, did you graduate? _____ What year? _____ - _____



COMMUNITY AWARENESS & PERSONAL GROWTH

(Information gathered from questions A - C will assist with the planning of each session.)

A. Please explain (1) why you want to be in the Leadership Lufkin Program and (2) why you are a good candidate for the Program?

B. What leadership skills do you bring to the class?

1. _____
2. _____
3. _____

C. What skills do you hope to gain from your participation in the program?

1. _____
2. _____
3. _____

EMPLOYER/SPONSOR COMMITMENT

EMPLOYER COMMITMENT

This application has the approval of this organization. The applicant has our full support which includes the time required away from work to participate in the program, including the opening retreat, all monthly sessions, 3-day Austin trip, volunteering at the Texas State Forest Festival (4 hours) and Science & Tech Fair (5 hours), class project, and the graduation celebration. Thank you for your generous cooperation on this!

Name/ Title: _____

Printed Name: _____

Company: _____

SPONSOR COMMITMENT

As the sponsor for this applicant, I agree to pay \$1200 in **non-refundable** tuition costs for this applicant to participate in the program. Your participation makes this program possible! Many thanks!

Name/Title: _____

Printed Name: _____

Company Name: _____

Billing Address: _____

Email Address: _____

Please note: this fee is not refundable.

Note: If participant is self-sponsoring or paying for his/her own sponsor fee, please complete the **Sponsor Commitment** box above.

Applications will be due by June 1st at 5:00 p.m.

Selected applicants will be notified by August 1st.



Participant Profile Consent Form

Select one of the following options

- I hereby grant full permission to Leadership Lufkin to use my photo and profile information from the Leadership Lufkin application in any publication or advertising materials (printed or electronic). This consent also serves to waive all rights of privacy or compensation which I may have in connection with the use of my photograph or profile information.
- Please do not use my photograph in any publication or advertising materials.
- Please do not use my profile information from the Leadership Lufkin application in any publication or advertising materials.

Name

Business/Organization

Address

City

State

Zip

Signature

Date



Leadership Lufkin Transport Liability Release Form

I, _____, am voluntarily riding to and from sessions of Leadership Lufkin, sometimes in personal vehicles, and at other times in vehicles or buses, either rented or provided on a pro bono basis to benefit the Leadership Lufkin program and the Lufkin/Angelina County Chamber of Commerce, as well as benefiting me as a member of the Leadership Lufkin program.

I realize that travel in these vehicles is a risk, just as any travel in any vehicle is a risk when I am driving or anyone else is driving, and that road conditions, weather conditions and the actions of other drivers will influence the safety conditions of travel.

I hereby release the drivers, providers of the vehicles, whether owned or rented/leased, all participants in Leadership Lufkin and their employers; all representatives of Leadership Lufkin and the Lufkin/Angelina County Chamber of Commerce and their employees; from any liability from any injuries that may be associated with driving to and from Leadership Lufkin activities.

Signed this _____ day of _____, 20_____

Signature: _____

Printed Name: _____

Basic Requirements for Leadership Lufkin

(Applicants, Please Keep This Page)

- ◆ **Attendance is required for all sessions.** Dates are tentative, but should be finalized by the opening reception. After the year begins, dates will not change unless absolutely necessary and you will be given ample notice. Arriving on time at the designated locations for each session is required. Time will be docked for arriving late, leaving early, leaving during lunch, or leaving during a session.
- ◆ **Bus** - If a bus is provided for any session, you are REQUIRED to ride with the class. This includes the bus ride to Austin and back from Austin for State Government Days.
- ◆ **Absences – To graduate, you are only allowed to miss four (4) hours total during the Leadership Lufkin year from the regular sessions.** Any tardiness or partial days will be included in this four (4) hour total.
- ◆ **Mandatory – No absences are allowed from the following LL activities, which are outside of the regular sessions:**
 - ❖ Attending the Opening Retreat (16+ hours/2 full days)
 - ❖ Attending the State Government Session (24+ hours/3 full days). You are also required to ride the bus to and from Austin.
 - ❖ Volunteering at the Texas State Forest Festival (4 hours minimum)
 - ❖ Volunteering at the Angelina County Science & Tech Fair (5 hours minimum)
- ◆ **School Board Meeting** - You are required to attend a school board meeting within Angelina County. Contact the school's office for their meeting dates and times.
- ◆ **Angelina County Commissioners Court** - You are required to attend an Angelina County Commissioners Court session. (County Commissioner's Court meets the 2nd & 4th Tuesday of each month at 10:00 a.m.)

- ◆ **City Council Meeting** – You are required to attend a City Council Meeting. (City Council meets on the 1st and 3rd Tuesday at 5:00 p.m. in the Lufkin City Council Chamber, Room 102.)
 - ◆ **Police Ride-Along** - Prior to November, you are required to ride with a representative of the Lufkin Police Department for 3 hours. More details will be provided later.
 - ◆ **Texas State Forest Festival** - Volunteering for a minimum of 4 hours at the Texas State Forest Festival on Friday night, Saturday, or Saturday night is required. You will have the opportunity to sign up for these designated shifts online immediately following the Retreat.
 - ◆ **Angelina County Science & Tech Fair** – A minimum of 5 hours is required as a volunteer at the Angelina County Science & Tech Fair. Specific responsibilities to come.
 - ◆ **Class Project** - You are required to actively participate in the class project that will be a permanent addition to the community. This must be completed prior to graduation.
 - ◆ **Chamber Committee** - At the end of your Leadership year, you will volunteer to serve on a Chamber Committee.
 - ◆ **Board Shadowing** - At the end of your Leadership year, you will volunteer to participate in Board Shadowing.
 - ◆ **Mentoring** – You will be responsible for mentoring one class member of the next year's class for the program year.
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COMMITMENT STATEMENT

(Please initial each item to acknowledge requirement and sign below.)

I agree to the following mandatory guidelines for Leadership Lufkin. I understand that to graduate from Leadership Lufkin, I must:

- _____ **Attend all sessions.**
- _____ **Attend the Opening Retreat (a two-day, out-of-town overnight session in late August).**
- _____ **Attend one full day, regular session each month for seven months, as scheduled.** (Exception is made for missing a maximum of four (4) hours in order to graduate.)
- _____ **Complete outside assignments, i. e., city council meeting, county commissioner’s court, school board meeting, police ride-along, class project, etc.**
- _____ **Attend a two or three-day session for State Government in Austin which includes riding the bus to and from Austin with the class and attending all scheduled activities.**
- _____ **Volunteer 5 hours at the Angelina County Science & Tech Fair on the designated day.**
- _____ **Volunteer for a minimum of 4 hours at the Texas State Forest Festival on Friday night, Saturday, or Saturday night.**
- _____ **Participate actively and enthusiastically in the Leadership Lufkin class project which will become a permanent asset to the community.**
- _____ **Volunteer at the end of your Leadership year to serve on a committee at the Chamber.**
- _____ **Serve as a coordinator for one session for next year’s Leadership Lufkin class and attend A Coordinator’s Meeting in preparation.**
- _____ **Participate in Board Shadowing after graduation.**
- _____ **Agree to represent my community, my employer, and the Chamber in a professional manner at all times--in dress, speech and actions.**

I have cleared my calendar to participate in the Leadership Lufkin Program. I commit to attending the opening retreat, all regular sessions, 2 or 3-day Austin trip, volunteer sessions for Science & Tech Fair and Forest Festival, class project, the graduation celebration and all items mentioned above. If applicable, I have my employer’s support as indicated below and next page. If selected, I will devote the time and resources necessary to complete the Program. Even though emergencies do arise, any participant missing more than four hours, for whatever reason, may be asked to withdraw from the Program.

Applicant Signature **Date**

Employer Signature **Date**

2017-2018 CLASS (#36) SCHEDULE

Presenting Sponsor: Community Title

(This schedule is tentative but should not change unless there is a major conflict.)

<u>Sessions</u>	<u>Dates</u>
Welcome Reception	August 8, 2017 (5:30 PM) Pitser Garrison Convention Center
Opening Retreat	August 18, 19, 2017
Community Impact Day	September 7, 2017 7:45 AM – 5:00 PM
Business & Economy Day	October 5, 2017 7:45 AM – 5:00 PM
Health Care & Safety Day	November 2, 2017 7:45 AM – 5:00 PM
Education Day	December 7, 2017 7:30 AM – 5:00 PM
Quality of Life Day	January 11, 2017 7:45 AM – 5:00 PM
State Government/Austin Trip	February 20-22, 2018 February 21, 2018 - Reception
Local Government Day	March 8, 2018 7:45 AM – 5:00 PM
Call to Action Day	April 5, 2018 7:45 AM – 5:00 PM
1/2 Day Session (TBD)	May 3, 2018 (7:45 – 12:00)
Graduation	May 22, 2018 6:00 PM
Other important Dates	
Texas State Forest Festival	September 20-24, 2017
Angelina County Science & Tech Fair	(May _ & _, 2018)
Spring Break	March 12 - 16, 2018

Applications will be due by June 1st at 5:00 p.m.

Selected applicants will be notified by August 1st.

RETURN APPLICATION TO:

**Susie Cardwell, Manager of Community Development
Lufkin/Angelina County Chamber of Commerce
1615 S. Chestnut
Lufkin, TX 75901**

(936) 631-3835 • scardwell@lufkintexas.org

Please Note: The class will consist of the first 25 qualified applicants with Chamber members receiving priority.

NOTE:

Financial Assistance: If you require financial assistance, a letter explaining your request **must be included** with your application. Upon acceptance into the program tuition is due **in full**. Limited scholarships may be available. The Scholarship Request can be found at www.lufkintexas.org.