



WASHINGTON COUNTY LEADERSHIP INSTITUTE

2017 Application Instructions

COMPLETE THE APPLICATION COVER SHEET (ENCLOSED) AND ATTACH THE FOLLOWING MATERIALS:

- 1. A COVER LETTER which includes responses to the two questions below:
A) What do you want to know and be able to do as an outcome of your participation in the Washington County Leadership Institute?
B) What do you feel is the greatest challenge or opportunity facing Washington County in the next ten years?

Please be thorough but brief.

- 2. Your updated RESUME or the APPLICANT BACKGROUND sheet attached
3. The \$10 non-refundable APPLICATION FEE (payable to the Sunrise County Economic Council)

All application materials must be received by February 8, 2017.

TUITION Tuition for the Washington County Leadership Institute is \$575 which covers all workshop materials, meals, and lodging for the two retreats. Participants are responsible for travel. Payment will be accepted in cash or check. Tuition must be paid in full on or before February 15, 2017. Tuition is non-refundable after February 17, 2017.

FINANCIAL ASSISTANCE Limited scholarship assistance is available. Those interested should contact SCEC for application materials. No financial information will be shared with the selection committee.

HELPFUL HINTS A) Your application materials are the only information the selection committee will use in determining your eligibility (we will not conduct interviews).
B) The selection committee will use the following criteria in making its selections:
- Commitment to the future quality of life of Washington County measured by the applicant's degree of involvement with economic or other organizations or events and responses to the question on challenges and opportunities.
- Demonstrated capacity for leadership.
- Interest in developing skills measured by the response to the question on outcomes.

In addition, the selection committee seeks the most diverse group possible (by geographic representation, gender, sector, etc.).

QUESTIONS? Call Jennifer Peters at Sunrise County Economic Council, 255-0983; email sceec@sunrisecounty.org; or FAX (207) 255-4987.



Checklist for Application:
_____ Cover letter including responses to Questions A&B
_____ Resume or Applicant Background Sheet
_____ Sponsor and Applicant Signatures
_____ \$10 Application Fee payable to SCEC

WASHINGTON COUNTY LEADERSHIP INSTITUTE

2017 Application Cover Sheet

Return to: **Washington County Leadership Institute**
c/o Sunrise County Economic Council, 7 Ames Way, Machias ME 04654

Application Deadline: February 8, 2017

I. APPLICANT DATA

Name _____ Business Phone _____ Cell Phone _____

Present Employer (type N/A if none and skip section immediately below) _____

Type of Organization business government education non-profit

Position _____ Date Employment Began _____

Business Address _____

Business Fax _____ Business e-mail address _____

Home Address _____

Home Phone _____ Home e-mail address _____

Sponsored by: employer self other person or organization (please specify) _____

Number of years in Washington County? _____

II. REFERENCES

Please list your two references:

1. Name _____ Title _____

 Organization _____ Phone _____

2. Name _____ Title _____

 Organization _____ Phone _____

III. SIGNATURES OF COMMITMENT

Sponsor

◆ *I have reviewed this application and fully support this individual's involvement in the Washington County Leadership Institute, and understand the time and financial commitment required.*

◆ *I understand that participants are expected to attend all sessions - January through April - and that certificates of completion will be awarded only to those who participate in all sessions. I support this participant in that commitment.*

Employer's Signature

Name & Position (print)

Applicant

◆ *If selected, I will participate fully and devote the time and resources required to complete the Washington County Leadership Institute. I am willing to commit my support, volunteer time, energy, and skills in future years.*

◆ *I understand that participants are expected to attend all sessions - January through April - and that certificates of completion will be awarded only to those who participate in all sessions. I am willing to make this commitment.*

Applicant's Signature

Name & Position (print)

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2017 Applicant Background Sheet for _____
(Name)

*Please provide a brief description for each category below, **or** enclose a resume.*

I. WORK EXPERIENCE: *(include employer, dates, titles, responsibilities)*

II. EDUCATIONAL EXPERIENCE: *(include schools, graduation dates)*

III. SPECIAL AWARDS OR HONORS: *(include award(s) and/or honor(s) and date(s) received)*

IV. COMMUNITY INVOLVEMENT: *(include boards, committees, etc. and activities)*

V. ADDITIONAL INFORMATION (OPTIONAL): *(include special interests, family information, etc.)*