



# LEADERSHIP TALLAHASSEE

A DIVISION OF THE GREATER TALLAHASSEE CHAMBER OF COMMERCE

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## LEADERSHIP TALLAHASSEE CLASS 26 FACT SHEET

### MISSION

Leadership Tallahassee, Inc. cultivates a diverse network of emerging and experienced leaders committed to improving the community and is a division of the Greater Tallahassee Chamber of Commerce. The adult Leadership Tallahassee Class is a community leadership development program founded in 1983.

### PARTICIPANTS

Approximately forty individuals are selected for the class based on a competitive application process. An emphasis is placed on selecting participants from a cross-section of the community based on gender, ethnic background, profession, and volunteer experience.

### BENEFITS

Participants in the class program will

- Build a network of community trustees who have enhanced their leadership skills through shared perspectives and working together
- Develop an awareness of the challenges and opportunities in the community by examining major issues
- Interact with both emerging and established leadership
- Become educated and motivated to assume leadership roles in the community

### REQUIREMENTS

Attendance at orientation, the opening retreat, and final program day is mandatory. Participants must attend monthly daylong sessions, a school board meeting, city and county commission meetings, and participate in a class project. Each individual absence will be presented to the Board of Governors for review and an alternative assignment will be made. Class 26 members are expected to attend the Distinguished Leadership Awards, September 18, 2008.

A Program Preview will be held Thursday, February 28, 2008, Goodwood Museum & Gardens, 1600 Miccosukee Road, 5:30 – 7:00 p.m. Come meet Leadership Tallahassee alumni and learn more about the class program.

### PROGRAM SCHEDULE

The program begins with orientation in July, followed by a two-day retreat in August and continues each month through June with monthly daylong sessions. These sessions present activities and hands-on experiences related to timely topics including: community leadership, education, government, the arts economic development, healthcare, human services, justice law enforcement, and environment.

### 2006-2007 SCHEDULE

To be determined

### SELECTION CRITERIA

Leadership Tallahassee seeks those individuals who:

- Demonstrate their leadership qualities through career achievement or participation in community activities, both past and present.
- Are most qualified to utilize their leadership skills through community service for the long-term benefit of the community.
- Represent a cross-section from business, the arts, education, health care government, community service



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organizations, community volunteers, etc.

- Possess a personal or occupational commitment to remain in the Tallahassee area for the immediate future and maintain a continued commitment to the Leadership Tallahassee program.
- Have full support from their sponsoring organization/ business and a willingness to commit the time and energy necessary to complete the program.
- Are residents of the Tallahassee area.

## APPLICATION PROCESS

- Applicants are selected on their own merit from written applications submitted to the Leadership Tallahassee Selection Committee.
- Application forms are available in February to be returned by April 22, 2008 with a \$30 non-refundable application-processing fee. All materials are available in alternative format upon request.
- The Selection Committee, composed of graduates of Leadership Tallahassee, reviews applications.
- Applicants are notified in June. Those candidates not accepted are strongly encouraged to re-apply in subsequent years.

## TUITION AND SCHOLARSHIPS

- Tuition for Leadership Tallahassee is \$1,950 for Greater Tallahassee Chamber of Commerce members and \$2,200 for all others. Cash, check or credit card accepted. Scholarships and tuition payment plans are available.
- The Leadership Tallahassee Board of Governors offers partial scholarships based on need. Scholarship Applications should be submitted with the application and are available at [www.leadershiptallahassee.com](http://www.leadershiptallahassee.com). In addition, applicants are encouraged to seek financial support from employers, clubs, organizations or individuals or a combination of these groups.

## COMMITMENT BEYOND GRADUATION

It is anticipated that all Leadership Tallahassee class graduates will continue their commitment to the program after completing the class year by becoming involved with our alumni program, the next year's class or Youth Leadership Tallahassee.

## FOR MORE INFORMATION CONTACT:

Barbara Boone, Executive Director  
P O Box 1639, Tallahassee, FL 32302  
850-224-8116 FAX: 850-561-3860  
[bboone@talchamber.com](mailto:bboone@talchamber.com)  
[www.leadershiptallahassee.com](http://www.leadershiptallahassee.com)



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## **LT CLASS 26 APPLICATION INSTRUCTIONS:**

Please follow these instructions carefully. Your application is the sole basis for consideration by the Selection Committee and failure to follow these instructions will adversely affect your standing in the selection process. Electronic versions of the fact sheet, application and scholarship application are available online at after February 1, 2008: [www.leadershiptallahassee.com](http://www.leadershiptallahassee.com) or by contacting Barbara Boone at 850 224-8116 or [bboone@talchamber.com](mailto:bboone@talchamber.com). All materials are available in alternative formats upon request.

- Complete each section.
- Submit original and one copy of the typed application, original and one copy of one letter of recommendation, and a \$30 non-refundable application fee. Checks should be payable to Leadership Tallahassee, Inc. Limit responses to available space.
- Only one letter of recommendation will be accepted. No other attachment will be considered.
- Application must contain one recent photograph suitable for use in publications and for publicity. (Digital formats accepted, no passport photographs)
- This form must be signed by candidate and sponsor (if applicable) and received no later than 5:00 p.m. Wednesday, April 22, 2008
- Application should be returned to Leadership Tallahassee, Inc., Greater Tallahassee Chamber of Commerce, PO Box 1639, Tallahassee, FL 32302. Hand deliveries to 100 N. Duval Street.
- All applicants will be notified by June 15, 2008.

## **TUITION & SCHOLARSHIPS**

- Tuition is \$1950 for Greater Tallahassee Chamber of Commerce members, \$2200 for all others.
- Partial scholarships based on need are available and requests must be made on the scholarship application and submitted with the application. A payment plan for tuition may be arranged. MasterCard/Visa, Discover and American Express are accepted.



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## LEADERSHIP TALLAHASSEE CLASS 26 Confidential Application

### I. PERSONAL DATA

Date: \_\_\_\_\_

Name (First, Middle Initial, Last): \_\_\_\_\_

Name Preferred: \_\_\_\_\_ Gender: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Length of Residence in Tallahassee Area: \_\_\_\_\_

Employer: \_\_\_\_\_

Title or position: \_\_\_\_\_

Type of organization: \_\_\_\_\_

Business Address (street/box, city, zip): \_\_\_\_\_

Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Date Employed: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Home Address (street, city, zip): \_\_\_\_\_

Home Phone: \_\_\_\_\_

If Married, Spouse's Name: \_\_\_\_\_ Number of Children: \_\_\_\_\_

Interests: \_\_\_\_\_



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## II. EDUCATION

College(s), advanced degree(s) and/or specialized training:

A. Name and Location of School	Dates (from-to)	Degree	Major
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

B. Extracurricular activities, leadership positions held, special honors and awards received during school years, etc.

\_\_\_\_\_  
\_\_\_\_\_

## III. EMPLOYMENT

A. List previous employment in reverse chronological order (include active military duty):

Employer	Title/Responsibility	Dates: (from/to)
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. What do you consider your highest career achievement to date?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. Business/Professional Affiliations, if any (not including civic organizations, public office or political activities):

Name of Group	Positions Held or Assignments	Dates: (from/to)
_____	_____	_____
_____	_____	_____
_____	_____	_____



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## IV. COMMUNITY INVOLVEMENT

A. List up to 5 community, civic, religious, political, government, social, athletic, or other activities in which you have played an active role. Do not include business/professional activities. Indicate major role in the organization during participation:

Organization:	Assignment/Position:	Responsibilities:	Dates (from/to)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

B. If you have additional significant community, civic, religious, political, government, social, athletic or other areas of active involvement, please list below:

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. How much time each month do you commit to volunteer work? \_\_\_\_\_

E. List the kinds of volunteer activities that you would like to become active in the future.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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F. If you have not had the time or interest to become actively involved, what conditions have changed that now enable you to seek involvement in the community?

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## V. GENERAL INFORMATION

One of the goals of LEADERSHIP TALLAHASSEE CLASS is to build a network of community leaders who can enhance their problem-solving and other leadership abilities through shared perspectives and working together.

A. How would you assess your personal leadership capabilities? Where are your strengths and where do your skills need improvement?

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B. List 3 major challenges facing the Tallahassee area today.

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C. Give your recommendations for addressing one of the above major challenges.

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D. What specific skills/knowledge do you hope to gain from your participation in the LEADERSHIP TALLAHASSEE CLASS?

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E. If you had the opportunity to address the Selection Committee and describe yourself and why you should be selected for the LEADERSHIP TALLAHASSEE CLASS, what would you say?

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## VI. REFERENCES

List two references who can attest to your present and/or potential leadership ability:

Name	Address

- Submit one letter of recommendation from someone other than the persons listed in Section VI.

## VII. COMMITMENT

To graduate from the LEADERSHIP TALLAHASSEE CLASS, a participant is expected to attend ALL sessions. Schedule to be determined.

I understand the requirements of the LEADERSHIP TALLAHASSEE CLASS and if I am selected I will devote the time and resources necessary to complete the class program and become an active member of the alumni group after graduation. I understand that I will be required to complete alternative assignments for any missed class program days. I acknowledge that if I miss two sessions, I will be asked to withdraw from the program and no portion of the tuition shall be refunded. I understand the above commitments and agree to be bound by them in signing this application.

Applicant Signature

Date

## TUITION & SCHOLARSHIPS

If accepted into the LEADERSHIP TALLAHASSEE class program, you and/or your employer/sponsor will be billed for the tuition fee, which covers all program costs. Tuition is \$1,950 for Greater Tallahassee Chamber of Commerce Members and \$2,200 for all others. Tuition will be paid by:

- Employer
- Participant
- Other (please specify)

Will you need a payment plan?    \_\_\_ Yes    \_\_\_ No

Will you need a scholarship to participate in the class program?    \_\_\_ Yes    \_\_\_ No



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If yes, please make certain you have completed and enclosed the necessary scholarship application, available after February 1, 2008 at [www.leadershiptallahassee.com](http://www.leadershiptallahassee.com). Partial scholarship funds are limited.

## **EMPLOYER COMMITMENT (if applicable)**

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

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Signature

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Firm