

Letter of Instruction – Application/Process

Thank you for your interest in Leadership Nebraska City. We encourage you to review the www.LeadershipNC.com website to learn more about the program. *This year's program is made possible due to continuations from River Country Economic Development Corporation.*

Participants: This year's class will be limited to 10 or fewer individuals. Attendance at the retreat and eight full-day sessions is expected and a requirement for graduation from this program. The retreat is scheduled for *Thursday, September 10 from 8 a.m. -5 p.m.* Each full-day session will be from 8:00 a.m. – 5:00 p.m. scheduled the second Thursday of each month, October through May. The exception will be the State Government day, which will be held on Tuesday and depends on the legislative calendar: note day requires additional time to accommodate traveling to/from Lincoln. Participants are required to attend a City Council or School Board meeting one evening. Participants will develop and implement a class project, working together as a group - requiring additional time outside the scheduled day sessions. *You are encouraged to calendar the scheduled dates (last page of application), to avoid scheduling conflicts prior to completing this application. If a conflict is evident, we recommend you postpone your application until the next program year.*

Applications: Please type or neatly print using ink. Additional pages may be attached if you need more space to complete your answer(s). You are encouraged to thoroughly complete each question. Letters of Support are also acceptable, submitted with the application. Be sure to attach a current resume or separate sheet describing your employment history and education.

Deadline Extended: To be considered for the program, we *must receive* your application **no later than 5:00 p.m. on Wednesday, August 12 (not postmarked)**. Mail or deliver applications to River Country Economic Development Corp., C/O Leadership Nebraska City, 806 1st Avenue, Nebraska City, NE 68410 (located on 2nd floor).

Selection: Applications will be anonymously reviewed and evaluated for selection based on specific criteria by a diverse group of individuals familiar with the LNC program. *Those applicants who are selected to participate in this year's program will be notified in writing by August 24th.* An Acceptance Packet will be mailed to the selected individuals. Acceptance by the individual must be submitted with payment/method by September 1, 2009 to secure acceptance and participation in the program.

Tuition: Tuition is \$200 per participant: A portion will be used for participant supplies and materials and a portion will go toward the class project. (Similar programs across the state average \$400-\$2000 tuition per participant.) On the application, if you indicate payment by your employer, we will send an invoice due upon receipt or by September 1, 2009. If you are paying individually, payment should be submitted when you return your Acceptance Packet.

If you have questions, please contact Shawanna Silvius, Program Coordinator at 402-209-0559 or at LeadershipNC@windstream.net. Thank you for your consideration and interest in Nebraska City and for your time completing the application.

2009-2010 Application

Leadership Nebraska City is designed to educate emerging leaders about the Nebraska City area, develop their potential for community responsibility, open a dialogue between participants and present leaders, and develop individual leadership skills preparing one for future board leadership.

Full Name: _____

Home Address: _____

City/State/Zip: _____

Home Phone: _____

Business Name: _____

Job Title: _____

Business Address: _____

Business Phone: _____ Fax: _____

E-mail address where you wish to receive information: _____

How did you become aware of the Leadership Nebraska City program? _____

Biographical Data

A. List your association affiliations:

B. Employment - *Please attach current resume` or separate sheet of paper including:
Organization, Title, Responsibilities and Employment Dates.*

C. Education: (Institution and Degrees – include on resume)

D. Number of years that applicant has resided in Nebraska City or surrounding area: _____

General Information

Your answers to these questions will be used to evaluate your commitment to leadership, ability to identify issues, demonstrate leadership and set goals.

What does leadership mean to you?

What do you hope to gain if selected to participate in this leadership program?

List key community, civic, professional, and social organizations you have been involved with and describe your involvement or position.

What do you consider to be your most outstanding responsibility, achievement or skill to date?

What volunteerism position in business, politics and/or community do you see yourself holding five years from now?

What do you believe are the two most significant issues or challenges facing Nebraska City?

Expectation: Commitment/Attendance

To graduate from the Leadership Nebraska City program, YOU MUST:

1. Attend the entire retreat session scheduled for Thursday, September 10, 2009, 8 a.m.-5 p.m.
2. Attend all full day sessions on the second Thursday of each month October through May.
(Note: The State Government Session is scheduled for the second Tuesday but it subject to change.)
3. Serve an internship on a board outside of the LNC planned sessions *(may apply only to those that have not previously served on a board or committee.)*
4. Attend either a School Board or City Council meeting outside of LNC planned sessions.
5. Commit to actively participate in the class project outside of the LNC planned sessions.
6. Commit to assist in coordinating *up to* two-day sessions for the 2010-2011 class.
7. Commit to mentoring graduates to assist coordination of day sessions the third year.
 - Participants can miss no more than one full or two half-day sessions to remain in the class.
 - Participants who miss more than one full session or two half-day sessions will forfeit their privilege to graduate. However, the participant may graduate the following year, after attending the previously missed segment(s). *This may be considered on an individual basis.*
 - Participation is a privilege; therefore attendance is your responsibility.

To graduate from the program, you must attend the retreat and all scheduled sessions, attend a school board or city council meeting and participate in the class project. Are you willing to make the commitment?

"I understand the purpose of the Leadership Nebraska City program and, if I become a participant, will devote the time and energy necessary to make it a successful experience. I also understand that my submission of this application does not guarantee my acceptance into the program. However, if selected, I am dedicated to the time commitment required for graduating from this program."

Before signing this agreement, review the program Schedule (last page in application) and calendar so to avoid any avoidable scheduling conflicts. If you already know you have a conflict, we recommend that you postpone your application until the following year.

Applicant Signature _____ Date: _____

Tuition

The tuition fee for the Leadership Nebraska City program is \$200, which is due with your acceptance into the program by September 1, 2009. A portion of the tuition will go toward program supplies and a portion will be used toward the class project.) **Tuition is non-refundable.**

Please identify how you will be funding your tuition. Employers or Organizations can be invoiced; please indicate below and include invoicing instructions if you will not be funding your own tuition.

- I will personally pay my tuition and I submit a check to LNC upon my acceptance by Sept. 1.
- My employer/sponsor will submit a check to LNC upon my acceptance by Sept. 1.
- Please invoice my employer/sponsor due by September 1, 2009. Mail invoice to:
Contact Name: _____ Title: _____
Mailing Address: _____ Phone: _____
City _____ ST _____ Zip _____
E-mail _____

Before signing this agreement, review the Program Schedule (last page) and pencil in your calendar so to avoid avoidable scheduling conflicts. If a conflict is evident, we recommend that you postpone your application until the following year.

If your employer agrees to pay the tuition, please obtain your employer's signature as thus:

Employer Commitment: "I, the undersigned employer, nominate this applicant for the Leadership Nebraska City program. I understand that the tuition is \$200, that the program encompasses a full-day retreat, eight full-day monthly sessions and limited involvement on year two and minimal time in year three. The person I have nominated must attend all of the sessions and participate in the class project to successfully complete and graduate from this program. I am committed to supporting their participation."

Employer's Signature: _____ Date: _____

Applicant Commitment: "I, the nominee, understand and recognize the investment and commitment my employer is making in order for my participation in this program. I will represent myself in a respectful manner honoring my employer while holding firm to the commitment to which I have agreed. I recognize this is an investment by my employer for my personal and professional development."

Applicant Signature: _____ Date: _____

Deadline

Applications must be received (not post marked) no later than 5:00 p.m. Wednesday, August 12, 2009. Applications may be returned to River Country Economic Development Corporation, C/O Leadership Nebraska City, 806 1st Avenue, Nebraska City, NE 68410. The individuals selected to participate in the 2009-2010 class will be notified of their acceptance in writing by **August 24, 2009.** *An Acceptance Packet will be mailed to up to 10 selected individuals. The Acceptance Packet and payment/method must be returned by Tuesday, September 1, 2009 in order to secure acceptance and participation in the program.*

LNC

LEADERSHIP
NEBRASKA CITY

2009-2010 Schedule and Session Topics

Each day session will begin promptly at 8 am and end at 5 pm. We will make a conscious effort to end earlier. Lunch will be provided unless otherwise indicated. Attendance at all nine sessions, all day is expected and is a requirement for graduation. NOTE: State Government Day is on a Tuesday and is dependent on the Legislative Calendar, so it may change and it is a longer day to account for travel.

2009

September 10 **“Skills Development” Training Retreat**
Camp Catron/UNL Kimmel Education & Research Center

October 8 **Economy: Business & Industry**

Attendance at City Council or School Board Meeting Required – Attend School Board

November 12 **Education**

December 10 **Agriculture, Energy & Environment**



2010

January 14 **Wellness & Human Services**

Attendance at City Council or School Board Meeting Required – Attend City Council

February 11 **Local Government & Emergency Services**

***Tues., March 9** **State Government Day in Lincoln**

April 8 **Tourism/Heritage: Art, Culture & Recreation**

May 13 **Communication, Boards & Graduation Program**

June 10 **LNC After-Hours – Lied Lodge Terrace**
5:30-8:00 p.m.

**Date subject to change due to legislative calendar: will leave early (6:30 am) and arrive home late (6:30 pm).*

Nurturing Leaders for Tomorrow