



National Institute for Leadership Development

1202 West Thomas Road, Phoenix, AZ 85013 · www.nildleaders.org

LEADERS INSTITUTE 2009 – Creating Visionary Women

THE PREMIER PROGRAM DEVELOPING WOMEN LEADERS

IN COMMUNITY COLLEGES

SAN ANTONIO, TEXAS, MARCH 2-6, 2009

PHOENIX, ARIZONA, JUNE 1-5, 2009

PROGRAM DETAILS

LEADERS Institute 2009 – A Curriculum Geared to Contemporary Leadership

Spend five-days in a content-intensive, experiential workshop.

Participation includes all workshop materials, continental breakfast and lunch daily, morning and afternoon snacks, monitoring of participant projects; certification of completion; networking access to **LEADERS** from 1981-2009; periodic life coaching; consultant service for career advancement; inclusion in requests from search firms for candidate recommendations; and email notifications of career opportunities.

Transportation, Lodging and Dinners:

Participants are responsible for transportation, lodging, dinners and incidental costs. Lodging and travel details will be sent upon receipt of application and complete payment.

Timeframe:

Monday at 8:30 AM until Friday at 3:00 PM. **Plan your airline departures for 6 PM or later.**

Tuition for one year's participation:

Institutional Member \$1599 (Plus \$50 nonrefundable processing fee) = \$1649 (payable to Phoenix College)

Non-Member \$1999 (Plus \$50 nonrefundable processing fee) = \$2049

T.I.N.: 86-0185552 (Maricopa Community College District)

Qualifications/Requirements

1. Candidates should possess a master's or higher degree and be currently employed full-time in a community college.
 2. Complete the enclosed **LEADERS Institute 2009** application which includes:
 - a. The Leaders Project Statement (page 3).
 - b. The Mentor Statement (page 4). Select a mentor knowledgeable in the areas you want to acquire experience and wisdom. Obtain mentor approval of a project that you, with the mentor's advice, will complete within 12 months. The project should be an institutional project, one that is useful to the institution and helps you develop new and advanced skills that stretch you.
 - c. Obtain your Chief Executive Officer approval as evidenced by signature on application. Applications and selections are not limited to one participant per institution.
 3. A \$50 non-refundable processing fee will be due and payable to Phoenix College only if your application is approved; your Vice President will notify you.
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LEADERS 2009

THE PREMIER PROGRAM DEVELOPING WOMEN LEADERS IN COMMUNITY COLLEGES

2009 Hosts Include

- Phoenix College, AZ
- Northwest Vista College, TX
- Maricopa Community College District, AZ
- San Antonio Community College District, TX
- The League for Innovation in the Community College, AZ
- American Association for Women in Community Colleges

APPLICATION FORM

NAME: _____
Last First Middle

POSITION: _____

INSTITUTION: _____ BRANCH: _____

ADDRESS: INSTITUTION _____
Street City State Zip

HOME _____
Street City State Zip

TELEPHONE: OFFICE _____ HOME _____
Area Code Area Code

E-MAIL ADDRESS: _____ FAX _____

Birthday-Month/Day _____ Medical Dietary Needs _____

Name and title of immediate supervisor: _____

Name and title of mentor (from page 4): _____

Project Title (from page 3): _____



LOCATION AND DATES OF LEADERS 2009 Institutes

Number your 1st and 2nd choice. Because of limited space, your 1st choice may not be available. All applicants will receive notice of their status.

____ San Antonio, TX: March 2-6, 2009 ____ Phoenix, AZ: June 1 – 5, 2009



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**CURRENT
ACTIVITIES:**

Briefly describe the programs, activities, and services for which you are responsible.

What are the two most important challenges that you face in your current position?

1.

2.

What is your ultimate career goal in higher education?

What steps/positions do you need to progress through to reach your career goal?

What experiences do you need to enhance your qualifications, vita or resume for the next step in your career path?

**PURPOSE
STATEMENT:**

Explain your purpose for attending and what you bring to the program.

LEADERS PROJECT STATEMENT

(To be completed by applicant.)

As a participant in the *LEADERS* program, I will complete the following project during the next twelve months.

PROJECT TITLE: _____

BRIEF DESCRIPTION:



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PROJECT GOAL:

PROJECT OBJECTIVES:

APPROACH: How do you propose to accomplish this project?

What specific tasks will be involved?

What activities will be conducted?

COLLABORATION: Will other college areas be involved? If so, how will you involve them?

ADMINISTRATIVE SKILLS: What new administrative skills will you gain from this project?

INSTITUTIONAL BENEFITS: How will this project benefit your college?

EVALUATION: What specific methods will you use to determine the success of this project?



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MENTOR STATEMENT

(To be completed jointly by mentor and applicant.)

MENTOR QUALIFICATIONS

(A mentor is defined as an experienced, trusted teacher who helps a less experienced person learn needed skills.)

Name of mentor: _____

Mentor's current position: _____

Institution: _____

Address: _____

City/State/Zip _____

Phone: _____ Fax _____

E-mail address: _____

Mentor's years of administrative experience: _____

TO BE FILLED OUT BY APPLICANT:

State your reason for your mentor choice.

TO BE COMPLETED BY MENTOR:

In what specific ways do you, as a mentor, propose to help the applicant develop administrative skills?

How will you evaluate these skills?

Confidentiality, integrity, trust, and open and honest communications are essential between mentor and applicant. We have discussed this relationship and believe that we can work well together.

Applicant:

Print Name

Signature

Date

Mentor:

Print Name

Signature

Date