

*What do the top leaders from
Booz Allen Hamilton, Deloitte,
Verizon, ExxonMobil, Cox
Communications, PPC, the
American Red Cross and
Northern Virginia Family
Service all have in common?
They are all graduates of
Leadership Fairfax programs.*

*If you have drive,
determination and the desire
to become not just a leader in
your profession but also a
community leader,
Leadership Fairfax's
development programs are
for you.*



LEADERSHIP FAIRFAX

Leadership Fairfax (LFI) & Emerging Leaders Institute (ELI)

2010-2011 Application

Due June 1, 2010

Application Timeline:

May 1, 2010	“Early bird” applications due (save \$25)
June 1, 2010	Applications due Applications must be received in the Leadership Fairfax office by 5:00 PM
June and July 2010	Selection process
Early August 2010	Letters of invitation mailed to accepted applicants
September 10 & 11, 2010	Leadership Fairfax Program (LFI) opening program days
September 22 & 23, 2010	Emerging Leaders Institute (ELI) opening dinner Wednesday September 22, 2010 and a full day on Thursday September 23, 2010.

Application Process:

After fully completing application, please mail it with your \$75 non-refundable application fee (or \$50 if received by May 1, 2010) to:

Leadership Fairfax
8230 Old Courthouse Road
Suite 350
Vienna, Virginia 22182

Leadership Fairfax confirms receipt of all applications. If confirmation of your application is not received within 10 days of mailing, please call (703) 752-7557.

General Instructions:

1. Please keep your responses brief and to the point.
2. We *strongly* recommend that you consult with an ELI or LFI graduate coach as you complete the application. Many benefit from the input and help of a coach. Please call us at 703-752-7557 to identify and put you in contact with an application coach.
3. Complete ALL answers. No points will be given for unanswered questions. If there is a reason why you believe an answer is unwarranted, please explain the reason.
4. Application must be typed and information confined to spaces provided, except for the letters of recommendation.

About the Programs:

Leadership Fairfax Program

The Leadership Fairfax program (LFI) is a 10-month program that provides a forum for representatives of the business, non-profit, and public sectors to better understand the issues and opportunities facing Fairfax County. Through seminars, study groups and interaction with community decision makers, Leadership Fairfax develops leaders with vision and commitment.

The class is comprised of approximately 50 leaders who represent a cross section of the Fairfax County community, including representatives from large and small business organizations, educators, government officials, and staff, executives and volunteers in the non-profit world.

Eligibility

Individuals who have demonstrated a capacity for leadership, a record of community service and a willingness to commit time to the LFI 2011 program are invited to apply.

Applicants must meet all of the following criteria:

- Must have a demonstrable connection to Fairfax County.
- Must show evidence of leadership in the workplace and in the community.
- Must be willing to commit the required time to the Leadership Fairfax program.
- Must be committed to utilizing leadership skills and knowledge for the long-term benefit of the community.
- Must attend the opening program days on September 10 and 11, 2010.

Program Schedule

Class Days and Activities

- Sessions are generally held on the third Thursday each month, October through June, 8:00 a.m. - 5:00 p.m.
- Outside speakers, site visits, tours and/or hands-on exercises allow for active engagement at each class day.
- Time outside of regular class days is required to assist in preparation of participant team's class day.

Tuition for the Leadership Fairfax program is **\$3,850**. If accepted and enrolled into the program, you and/or your organization will be obligated for the full tuition fee of \$3,850 payable by September 1, 2010.

Additional Benefits of Tuition:

Tuition for the 2010-2011 year will cover all program costs, **plus:**

- The opening dinners and receptions for your respective program
- Two tickets to the Leadership Fairfax Gala & Auction
- One ticket to the Board of Supervisors Breakfast
- Two tickets to Commencement
- Complimentary admission to all out-of-class speaker events held during your class year

Emerging Leaders Institute

The Emerging Leaders Institute (ELI), an initiative of Leadership Fairfax, is a 10-month program that brings together approximately 35-40 motivated and energetic young professionals from the business, non-profit, and government sectors throughout Northern Virginia. Through ELI, participants will learn new skills, receive individual mentoring support, and participate in community service projects that enhance their personal and professional resumes. ELI develops leadership skills and competencies that accelerate the process of becoming a leader at work and in the community.

Eligibility

Individuals who have demonstrated a capacity for leadership, a record of community service and a willingness to commit time to the ELI 2011 program are invited to apply.

Applicants must meet all of the following criteria:

- Must have been formally or informally recognized for emerging leadership in your organization or in the community.
- Must be willing to commit the required time to the Leadership Fairfax program.
- Must be committed to utilizing leadership skills and knowledge for the long-term benefit of the community.
- Must attend the opening dinner on September 22 and opening day on September 23, 2010.

Program Schedule

Class Days and Activities

- Class days are typically held on the second Tuesday each month, October through June, 8:00 a.m. – 5:00 p.m.
- Outside speakers, seminars, site visits, tours and/or hands-on exercises allow for active engagement at each class day.
- Time outside of regular class days is required for participation in project team's community service project and for mentoring relationship.

Tuition for the Emerging Leaders program is **\$2,900**. If accepted and enrolled into the program, you/and or your organization will be obligated for the full tuition fee of \$2,900 payable by September 1, 2010.

Additional Benefits of Tuition:

Tuition for the 2010-2011 year will cover all program costs, **plus**:

- The opening dinners and receptions for your respective program
- Two tickets to the Leadership Fairfax Gala & Auction
- One ticket to the Board of Supervisors Breakfast
- Two tickets to Commencement
- Complimentary admission to all out-of-class speaker events held during your class year

Scholarships and Payment Plans:

Partial scholarships are available based on demonstrated financial need. These are intended, primarily, for participants from the non-profit sector. To apply for tuition assistance, request a tuition assistance form from Leadership Fairfax (info@leadershipfairfax.org) and return it to the Leadership Fairfax office with your application. To be considered for tuition assistance, your application must be attached to this completed application. Tuition assistance requests are separately evaluated and do not impact the class selection process.

Payment plans can be arranged by contacting Leadership Fairfax.

**Leadership Fairfax Program &
Emerging Leaders Institute Program
Application
Class of 2011**

Application for:	<input type="checkbox"/> Leadership Fairfax Program (LFI) <input type="checkbox"/> Emerging Leaders Institute (ELI) <i>Please check one box.</i>
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A \$75 non-refundable application fee, payable to Leadership Fairfax, is required with your application. If you apply by May 1, 2010, you may pay a discounted fee of \$50. Application deadline is 5 PM on June 1, 2010. Estimated notification date: August 3, 2010

Applicant Name

Last: _____ First: _____ Middle: _____
Name you prefer to be called: _____

Home Address

Home Address (do not give P.O. Box): _____
City: _____ State: _____ Zip: _____

Work Organization and Address

Current Employer: _____
Title/Position: _____
Street Address: _____
City: _____ State: _____ Zip: _____

Type of organization: Business Non-Profit Government

Contact information

Home Phone: _____ Work Phone: _____ Mobile: _____
Personal email: _____ Work email: _____

SEND E-MAIL TO: Home Office Both

How did you hear about Leadership Fairfax and its programs?

Did you have a coach for this application and if so, who? Yes No

Do you require scholarship assistance? Yes No

If so, your Tuition Assistance Application must be attached to this Application.

EMPLOYMENT/ EDUCATION

Employment Information: (Begin with current position and describe the last five positions held either at current employer or former employer[s])

Organization:	Title/Responsibility:	Dates:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Education, including specialized training, either within your organization or elsewhere:
(Begin with most recent)

School/Institution/Training Provider:	Degree/Certificate, if applicable, and completion date
_____	_____
_____	_____
_____	_____
_____	_____

Please describe your connection to community (personal and/or professional) and the preparatory steps you have taken to engage in local issues. How will participating in LFI or ELI help you to broaden and strengthen your impact on your connection to the County or region?

COMMITMENT TO COMPLETING PROGRAM

Leadership Fairfax has specific expectations regarding your commitment to the LFI or ELI 10-month program. Applicants to the LFI and ELI programs must meet all of the following criteria:

- Must be committed to utilizing your leadership skills and knowledge for the long-term benefit of the community.
- Must attend the opening program days and dinners.
- Make every attempt to attend all segments of each monthly session.
- Must comply with attendance policy which asks that you miss no more than two full days (or equivalent) from the monthly sessions. Going beyond this maximum will deny you the opportunity to graduate with your class.
- Must be willing to commit the required time to the program, both during and outside of class days; minimum expectation is 30 hours (for entire 10-month period) outside of class days for out-of-class preparation of class days (LFI) or out-of-class participation in a community service project and mentoring relationship (ELI). The time committed is dependent upon team participation and availability of program/project partners and may be before or after business hours.

Given these expectations, why do you think that participating in LFI or ELI is a good fit for you at this time in your life?

LEADERSHIP JOURNEY

This section enables you to demonstrate self-selection for either the Leadership Fairfax Program or the Emerging Leaders Institute.

1. Please describe your leadership journey so far. Please give examples of professional and community leadership experiences.

2. Tell us about a key leadership lesson you have learned along your journey. Specifically, describe a recent, discrete example where you demonstrated professional or community leadership. What leadership skills did you use to effectively deal with this situation? What were you hoping to accomplish and what was the result?

3. *Where do you want your leadership journey to take you, both in the short term and the long term?*

COMMITMENT TO THE COMMUNITY

This section is designed to give you the opportunity to show how you have integrated community service into your life.

1. Community Service Information: (Begin with most recent examples of community service, including details of volunteer experiences outside of your day-to-day employment)

Organization:	Title/Responsibility/Nature of Service:	From – To:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. *How would a knowledgeable third party observe and describe your role in community service activities in which you are involved?*

GENERAL

This section is an opportunity for you to tell the Selection Committee a bit more about yourself and to cover anything that you feel you have not had an opportunity to address already in this application.

If the Selection Committee should know one thing about you that has not yet been covered in this application, what would it be? (Suggested, but not required, topics include personal stories, passions, critical life experiences, goals, hobbies or personal mission statements.)

LETTERS OF REFERENCE

- A. Attach a letter of reference from someone who can supplement this application with firsthand experience of your leadership, character and community service.

- B. Attach a letter from your current supervisor or from a client describing how you have demonstrated your leadership skills or abilities. If self-employed, please provide a letter from a client.

APPLICATION FEES

Application Fee Check Enclosed

VISA M/C Card Number: _____

Exp. _____

Security Code (3 or 4 Digit Number): _____

Cardholder Name: _____

Applicant Name (if different): _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Telephone Number Associated with Card: (____) _____

Signature: _____

[Remainder of page intentionally left blank.]

Supervisor Statement of Support (if applicable):

As the applicant's employer/supervisor, I certify that this candidate has my full support to participate in Leadership Fairfax/the Emerging Leaders Institute. I am aware of the time commitment necessary and the financial obligation. I recommend this candidate because (if necessary, use a second sheet):

Name and Title of Supervisor: _____

Name of Sponsoring Organization: _____

Signature of Supervisor: _____

Statement of Commitment:

Participants must commit time for the full opening day(s) including opening dinner in order to participate in the program. In addition, participants are expected to attend all segments of every monthly session and participate in any necessary out-of-class preparation of a class day (in the case of LFI participants) or out-of-class participation in a community service project and a mentoring relationship (in the case of ELI participants). If a participant goes beyond two full-day (or equivalent) absences from the monthly sessions, that participant will not be permitted to graduate with his/her class. Failure to comply with this attendance policy may result in forfeiture of all tuition fees paid.

FOR LEADERSHIP FAIRFAX PROGRAM PARTICIPANTS: Following the **mandatory two-day opening program days** scheduled for **Friday, September 10, 2010 and Saturday, September 11, 2010**, programs will be held one full day per month (typically the third Thursday of each month, October through June) from 8:00 a.m. to 5:00 p.m. Graduation is scheduled for June 10, 2011.

FOR EMERGING LEADERS INSTITUTE PARTICIPANTS: Following the **mandatory opening dinner on Wednesday, September 22, 2010 and a full day on Thursday, September 23, 2010**, programs will be held one full day per month (typically on the second Tuesday of the month, October through June) from 8:00 a.m. to 5:00 p.m. Additional time is also required for planning and participation in a community project, and for a mentoring relationship. Graduation is scheduled for June 10, 2011.

I understand that Leadership Fairfax expects that, upon graduation, I will remain actively supportive of and involved in the organization and will pay my annual dues. If selected, I will devote the required time and pay the balance of my tuition **by September 1, 2010**, unless LFI has agreed to an alternative payment plan.

Signed (applicant): _____ Date: _____