



LEADERSHIP HOUSTON

Class XXXI
Application Information
2012-2013

Selection Criteria for Leadership Houston Class XXXI - Candidate Profile

Ideal candidates have 10-20 years of professional experience, proven leadership skills and are currently involved in the community. Candidates have diverse backgrounds, represent varied business, civic and nonprofit sectors, have the flexibility in their jobs to attend the class days and are poised to substantially increase and broaden the scope of leadership capacity in their professional and personal lives. Also, candidates must have a sincere commitment, motivation, and interest to continue serving the community.

Application Process

There are four components to the Leadership Houston Class Program Application Process

1. Completed Application
2. Responses to Essay Questions
3. Personal Interview with Leadership Houston Selection Committee
4. Verifiable Nominator (you may self nominate) and References

Application Form

Submit your completed Leadership Houston Class XXXI Application by noon on **April 6, 2012**.

Essay Questions

Format: Two typed, double-spaced pages for each question, using not less than 12 point font

First, you **must** answer this question:

- *Why Leadership Houston?* What does Leadership Houston offer that you believe is important to your growth as a leader? What will the class gain from your unique perspective?

Second, select **one** of the following questions to answer:

- Describe a volunteer experience in the community where you played a leadership role and describe what you learned about leadership. **OR**
- Describe an ethical dilemma you have experienced and discuss how you managed the situation.

Personal Interview with Leadership Houston Selection Committee

Each applicant will participate in a personal interview with members of the Leadership Houston Selection Committee. These interviews will take place in May. Exact dates and times will be announced at a later date. You will be contacted by the Leadership Houston office to set your interview date and time.

Nominations

Nominations are recommended as part of your application process. Nominations may come from an employer, a Leadership Houston Alumni, a friend of Leadership Houston or through a self-nomination.

References

Applicants are asked to provide the name and contact information of three references. References will be asked about their perspective on the Leadership Houston applicant and why they believe the candidate would be a good fit for the program. It is important to advise the references they will be receiving a phone call during the month of July so they can be prepared for the conversation.

Tuition

The tuition is \$3,500. Upon acceptance into the program, a deposit in the amount of \$350, from your personal account, is due by July 13, 2012. The remaining balance is due August 15, 2012. Deposits are non-refundable.

Program Attendance Policy

- Orientation is Thursday, August 16th at a location to be announced.
- The Opening Retreat is September 21-22, 2012 from noon on Friday through 4:00 pm on Saturday. **Attendance at the entire Opening Retreat is mandatory. Any class member missing any portion of the Opening Retreat will be dismissed from the class with no tuition refund.**
- Class Days are on the first Friday of each month from October 2012 through May 2013 from 8:00 am to 5:00 pm. The only exception to this rule is in January due to the holidays. The location of each class day varies according to the topic for the day and will be announced at least two weeks prior to the class day.
- The Closing Retreat is June 7-8, 2013. The time is still to be determined. Both retreats will be held at locations approximately one hour's drive from Houston.

It is expected that class members will attend Orientation, but it is not mandatory. However, each class member **MUST BE PRESENT** for the entire Opening Retreat. It is also expected that class days and Closing Retreat are attended in their entirety, but we understand that work and personal conflicts may occur. Therefore, each class member is allowed to miss a cumulative total of up to 17 hours and 59 minutes. **Once a class member misses a total of 18 hours, he/she will be dropped from the program with no tuition refund.**

The attendance policy is in place because each class member can expect not only to gain knowledge and experience from each day but also to contribute to the understanding of the topic as a whole. When a class member is missing, the richness of the class day is diminished.

Key Dates for Application Process

Orientation	Thursday Evening, August 16, 2012
Opening Retreat (overnight)	Friday and Saturday, September 21-22, 2012 Noon on Friday through 4:00 pm on Saturday
Class Days	1st Friday of the month from 8:00 am – 5:00 pm Friday, October 5, 2012 Friday, November 2, 2012 Friday, December 7, 2012 Friday, January 11, 2013** Friday, February 1, 2013 Friday, March 1, 2013 Friday, April 5, 2013 Friday, May 3, 2013
Closing Retreat (overnight)	Friday and Saturday, June 7-8, 2013 Time to be determined

** 2nd Friday of the month due to holidays