



The most dangerous leadership myth is that leaders are born - that there is a genetic factor to leadership. This myth asserts that people simply either have certain charismatic qualities or not. That's nonsense; in fact, the opposite is true. Leaders are made rather than born.

-Warren G. Bennis

Leadership Douglas County (LDC), a program of the Castle Rock Chamber of Commerce, is committed to ensuring the continuity of knowledgeable and effective leadership in Douglas County. Douglas County is virtually the geographic center of Colorado and provides an enviable blend of quality lifestyle and business environment.

Established in 1999, **LDC** was created to ensure that our community would continue to identify, educate, and motivate current and emerging leaders to improve Douglas County through personal and collective commitment. **LDC** seeks motivated, capable men and women from diverse professional backgrounds and supports best practices in setting standards of excellence.

For the participant, LDC will:

- Offer rigorous and relevant learning, with the opportunity to apply new knowledge and skills
- Broaden participants' knowledge of the community as a whole
- Challenge participants to examine their leadership style, values, and impact
- Increase the strength and effectiveness of our community leaders
- Equip participants to respond to the challenges of the community today and into the future
- Provide opportunities for direct contact with influential people, businesses, and service organizations

Session topics throughout the year include: History, Open Space, Healthcare, Aging, Social Services, Civic Engagement, Education, Economic Development, Transportation, Law Enforcement, Fire and Emergency Services, Public Safety, Arts and Culture, Media, along with team-building elements and skills training throughout.

LDC conducts a competitive application process. The criteria for selection into the program will be based on: an applicant's real world and professional background; a complete and thoughtfully prepared application; and a review of applicant's education, recommendations and involvement in community service activities. Generally, applicants will not be required to participate in, in-person, interviews with the selection committee.

We hope that by participating in **Leadership Douglas County** established and emerging leaders will be educated on the realities, opportunities and challenges in Douglas County. **LDC's** goal is to inspire participants in the work they do; strengthen them and the organizations they serve; and facilitate a heightened sense of community connection through discussion, experiences, commitment and shared values.

If this sounds like a good fit for you...please read on. We look forward to receiving your Program Application!



We could hardly wait to get up in the morning.

—Wilbur Wright

Program Information

Please read everything on the next two pages. Any misunderstandings about program expectations usually arise from not carefully reading this information.

Thank you!

- **Your introduction to LDC begins with a two-year commitment and requires full participation.**
 - **Year One** kicks off in September, with the two-day Overnight Retreat. Following the September retreat, the class meets on the **first Wednesday** of each month (*with the exception January when we meet on the second Wednesday*) usually from 7:30 a.m. to 5 p.m., October through June, culminating with graduation, also in June. **All classes must be attended in their entirety.**
 - In **Year Two**, participants attend monthly 1.5-hour Steering Committee Meetings, on the **third Wednesday** morning of each month, from June 2019 through May 2020, to select the incoming class and plan the monthly sessions for that year's class; each person also actively hosts at least one class day (first Wednesday) during 2019-2020.
- **Minimum Requirements:** Applicants must: 1) reside and/or be employed in Douglas County; 2) be 18 years of age or older, possessing a high school diploma, or its equivalent, at the time of selection to the class; and 3) demonstrate leadership abilities and a sincere desire to contribute to the lives of those living and working in Douglas County;
- **There will be a two-day, Overnight Retreat 9/14-15/2018.** The retreat will kick-off on Friday, September 14, 2018 (beginning at 7:30 a.m.) and will run through the afternoon of Saturday, September 15 (ending at approximately 1-2 p.m.). **Attendance at the entire retreat is mandatory** and participants who are not able to attend the entire retreat should wait and apply to the program in a future year when schedules permit full participation. A limited number of single occupancy rooms may be available for an additional fee.
- **Group Project:** LDC participants will complete a significant group project, determined by the class.

LeadershipDouglasCounty.org



Program Information

- **A one-day Project Planning Workshop will be held on Saturday, November 3, 2018.** Leadership skills and project planning will be the focus, especially beneficial for the class project, this day is also mandatory. Program acceptance is contingent on participant availability for this workshop.
- **Attendance:** It is understood that any accepted applicant will attend 100% of all sessions in their entirety with no late arrivals or early departures from any session. *Please do not plan on missing a class. If you, or your Employer, know that you will not be able to attend one or more of the class dates, please defer your application to a future year, when you believe you can attend all sessions.* LDC requires full participation and participants may not miss more than one class day (or the equivalent), October through June, or they will be asked by the Steering Committee to excuse themselves from the program. The one allowed absence is intended only for an emergency—a death in the family, a personal/family illness, etc., and carries with it make-up requirements and attending that day's topic(s) during Year Two of the program.
- **Letters of Recommendations:** Please note that two letters of recommendation, and a resume, are required to accompany your application by the stated deadline. The letters do not have to arrive together.
- **Apply Early -class size is limited:** Applications will be received on a continuous basis up to the established June deadline. The Steering Committee will select qualified participants from the pool of applicants. Notification of acceptance will be made by the last week in July. Tuition is due by August 14.
- **Tuition** for the program is \$795 and includes the two-day/one overnight retreat (meals, lodging, gratuities), all monthly program meals, materials and graduation recognition. A limited number of partial scholarships are sometimes available on request. Accepted participants will be invoiced upon acceptance and tuition must be paid by August 14, 2018. Tuition covers only a portion of program expenses and additional funding from generous local Sponsors is used to supplement the program.

LeadershipDouglasCounty.org



420 Jerry Street
Castle Rock, CO 80104

Leadership Douglas County Application

Application Deadline: June 20, 2018

Submitting prior to the deadline is encouraged.

Leadership Douglas County inspires future leaders in solving contemporary problems through an experiential program of personal growth and skill development

I am pleased to submit my **typed** application for the **2018-2019 Leadership Douglas County Program**.

Name: _____

Home Address: _____

City/Town: _____ Zip _____ I am: Male ___ Female ___

How long have you lived or worked in Douglas County? _____ #Years

Business/Organization: _____

Position/Job Title: _____

Business Address: _____ City/Town: _____ Zip _____

HOME (____) _____ BUSINESS (____) _____ MOBILE (____) _____

E-mail address: _____ Fax #: _____

Acceptance into **Leadership Douglas County** is a competitive process. You will be heavily evaluated based on your **typed** responses to the following questions, so please answer thoroughly and thoughtfully. This is your opportunity to allow the Committee to get to know you. All information is treated confidentially. Please use additional pages as necessary and number your answers clearly.

1. How did you hear about this program and why does Leadership Douglas County interest you?

2. Drawing from your resume, please outline any of the following *that are particularly relevant to this program*: educational background, including degrees granted, field of study, schools attended, training programs, professional affiliations, etc. *Also attach your one- or two-page resume to this application.*

3. Please describe up to three volunteer activities in which you have been involved and briefly describe your contributions to them. Think outside of the activities associated with your job, unless they've led you to other service.

a)

b)

c)

4. Select one of the activities listed above, and tell us why your involvement with this cause is important to you.

5. Describe a leadership role (work-related or volunteer) that you have held, which was particularly meaningful to you. Explain how you demonstrated your leadership capabilities through this role and what did you learn?

6. What are your personal and professional goals as a contributing leader in the Douglas County community?

7. Please list and describe the major opportunities and/or challenges you see facing Douglas County and what you think might be a possible solutions for these issues—300-500 words—use additional sheet(s) as necessary.

8. Each Leadership class takes on a group project to benefit a local organization or meet a community need. What idea(s) do you have that might make an impact on Douglas County?

RECOMMENDATIONS

List the names of at least two people who know you well and can address your **leadership talents, integrity and personal accountability**. One must be from your current employer, if not self-employed. Recommendations may be sent individually or included with application. It is the Applicant's responsibility to verify that recommendation letters arrive by the deadline, if not submitted with application.

Recommendation letters will be arriving from:

Name: _____

Business: _____

Address: _____

City/St/ZIP: _____

Phone: _____

Email address: _____

Name: _____

Business: _____

Address: _____

City/St/ZIP: _____

Phone: _____

Email address: _____

TUITION AND INVOICING

The tuition for the **Leadership Douglas County** program is \$795 per participant. Tuition covers all program costs, meals, materials, overnight retreat and fall workshop. Payment is due upon acceptance into the program and is non-refundable. You, your employer and/or sponsor(s) may make payment. Please indicate to whom we should send an invoice in the event that you are selected as a participant:

Name: _____

Company: _____

Address: _____

City/Town _____ Zip _____

Phone: _____

Email: _____

_____ Full tuition of \$795 will be paid by me, my employer or sponsor(s) if I am accepted, by August 14, 2018.

_____ I/My Company/Organization would like to make a donation to allow an applicant the opportunity to attend, who otherwise could not afford to. Amount \$_____. *LDC is program of the 501(c)(3) Castle Rock Chamber Foundation.*

_____ I request scholarship assistance (please explain how much is needed, why and specific \$ amount requested)

If a scholarship is requested, what portion of the tuition can you pay? _____

Please note: Maximum scholarship, if available, does not exceed 50% of tuition fee.

_____ If scholarship money is not available to me this year, I would still like to be considered for the program.

Please scan/email your completed application to:

Carrie L. Buchan, Director

info@leadershipdouglascounty.com

or Mail to:

LEADERSHIP DOUGLAS COUNTY

420 Jerry Street

Castle Rock, CO 80104

T :720.440.3726



420 Jerry Street
Castle Rock, CO 80104

APPLICANT Statement of Attendance & Commitment

The **first year** of the **Leadership Douglas County (LDC)** program extends over a ten-month period from September 2018 to June 2019. Full-day sessions run from approximately 7:30 a.m.-5 p.m. and are held on the **first Wednesday** of every month with the following exceptions:

- **September**—instead of the first Wednesday, there will be a two-day retreat on **Friday-Saturday, September 14-15, 2018**, requiring full participation on both days, including an overnight stay at the hotel.
- **January**—we will meet on the **second Wednesday, January 9**, to accommodate the holidays

One additional, project planning workshop will be held on **Saturday, November 3, 2018**. Attendance at all scheduled classes and events is mandatory to graduate. It is understood that any accepted applicant will attend 100% of the sessions in their entirety (no late arrivals/early departures). Participants may be permitted one class day absence in the 10-month time period (retreats excluded) for an emergency. Participants should not, however, plan, in advance, on missing a class. **If you or your Employer knows that you will be unable to attend one or more of the class dates, please defer your application to a future year, when you believe you can attend all sessions.** The one absence is intended only for an emergency, if needed—such as a death in the family or a personal or family illness—and may carry with it make-up requirements.

The Steering Committee feels strongly that it is to the benefit of all in the program that participants prioritize the monthly classes in their schedules. However, sometimes work or family conflicts make an absence unavoidable. To compensate their classmates for their absence, participants who miss a class may be asked to prepare a 10-20-minute presentation for their classmates, to deliver at the next meeting that either teaches a technical skill or shares experience they've had in their careers that others can learn from. This presentation should be useful, informative, may be humorous, and certainly well-delivered. Its purpose is to “apologize” to the rest of the class for missing a session by giving them interesting information that the participant knows his/her classmates can use. If a participant misses more than one class day (or the equivalent), they will be asked by the Steering Committee to excuse themselves from the program. On occasion, attendance at other community-related events (i.e. Town Council meetings) may be recommended. Reading materials may be distributed ahead of time and it is expected that you will read these materials before the class day.

Graduates of **LDC** are required to participate in perpetuating the program during the year following graduation as a member of the **LDC Programming Committee**, an LDC Steering Committee sub-committee. Primary responsibilities include attending monthly Programming Committee meetings on the **third Wednesday** of every month at 7:30 a.m., to plan class days for the succeeding year and to actively facilitate at least one of the class days.

Year One 2018-2019	Meets 1st Wed 7:30 am-5pm	Location: throughout DougCo
2-Day Overnight Retreat –Sep 14-15, 2018	Session 1—October 3, 2018	Session 2—November 7, 2018
Fall Workshop–Nov 3, 2018	Session 3—December 5, 2018	Session 4—January 9, 2019
Session 5—February 6, 2019 Session 8—May 1, 2019	Session 6—March 6, 2019 Session 9—June 5, 2019	Session 7—April 3, 2019 Class Project--Hours outside of class
Year Two 2019-20-Programming Comm.	Meets 3rd Wednesdays 7:30-9am Monthly (June '19-May '20)	Location: Castle Rock Chamber 420 Jerry Street, 80104
2019 Dates: 6/19;7/17;8/21;9/18;10/16;11/20;12/18	2020 Dates: 1/15;2/19;3/18;4/15;5/20	

I understand the purpose of LDC and, if selected as a participant, I will commit to the necessary time and effort to complete the program. I understand that it is MANDATORY that I attend all sessions, including the 2-day,1-night overnight retreat and the project planning workshop day. I will attend full-day sessions (no late arrivals/early departures) and understand that I am permitted only one absence between October and June for an emergency and must make every effort to attend that missed class day's topic(s) in Year Two, during which time I will also actively serve on the Steering Committee. I understand that LDC reserves the right to dismiss any individual from the program, without a refund, for failure to meet these requirements. I have reviewed the schedule below and considered the time commitment before applying:

Signature: _____ Date: _____

Name (please print): _____



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Castle Rock, CO 80104

EMPLOYER Statement of Commitment and Authorization

Full support from **Leadership Douglas County (LDC)** applicant employers is necessary for effective participation in the **Leadership Douglas County** program. Please ensure that, as an employer, you are fully aware of the commitment required. This Authorization is our way of guaranteeing that your company will provide the work release time necessary for the participant to fulfill the program requirements.

I understand the purpose of LDC and, if my employee is selected as a participant, I will commit to support him/her with the necessary release time to complete the program. I understand that it is MANDATORY that he/she attend all of the sessions, including the two-day overnight retreat and the planning retreat day I understand that he/she will attend 100% of the full day sessions in their entirety (no late arrivals/early departures). Participants may be permitted one class day absence in the 10-month time period (retreat/workshop excluded) for an emergency; participants should not, however, plan on missing a class. If Applicant or Employer knows that one or more of the classes will be missed, please defer application to a future year, when all sessions can be attended. The one absence is intended only for an emergency, if needed—such as a death in the family or a personal or family illness—and may carry with it make-up requirements, including completion of a research paper, presentation to the class or alternate activity, and attending that day’s topic(s) during Year Two of the program. If my employee misses more than one class day (or the equivalent), I understand that they may be asked by the Steering Committee to excuse themselves from the program.

Year One 2018-2019	Meets 1st Wednesdays 7:30 am-5pm	Location: throughout DougCo
2-Day Overnight Retreat –Sep 14-15, 2018	Session 1—October 3, 2018	Session 2—November 7, 2018
Fall Workshop-Nov 3, 2018	Session 3—December 5, 2018	Session 4—January 9, 2019
Session 5—February 6, 2019 Session 8—May 1, 2019	Session 6—March 6, 2019 Session 9—June 5, 2019	Session 7—April 3, 2019 Class Project--Hours outside of class
Year Two 2019-2020-Steering Comm.	Meets 3rd Wednesdays 7:30-9am Monthly (June '19-May '20)	Location: Castle Rock Chamber 420 Jerry Street, 80104
2019 Dates: 6/19;7/17;8/21;9/18;10/16;11/20;12/18	2020 Dates: 1/15;2/19;3/18;4/15;5/20	

I have reviewed the dates on the schedule above and understand the commitment required on behalf of my employee in order for him/her to fully participate. I also understand that LDC reserves the right to dismiss any individual from the program, without a refund, for failure to meet the attendance requirements. I approve the submission of this Application and look forward to our organization’s involvement in Leadership Douglas County.

Employer’s Signature: _____ Date: _____

Employer’s Name (please print): _____

Company: _____

Employer’s Email (for graduation invitation): _____

(please print clearly)