



Leadership Rutherford

LEADERSHIP RUTHERFORD APPLICATION PACKAGE 2023-24

Online Application Package:

<http://www.leadershiprutherford.com/how-to-apply>

PROGRAM INFORMATION & APPLICATION INSTRUCTIONS

Please review this section (pages 1-3) carefully before filling out your application form (pages 4-5).

LEADERSHIP RUTHERFORD BENEFITS AND REQUIREMENTS

Benefits of Class Membership

Leadership Rutherford's annual program identifies and trains future leaders to use their skills and energy in community service to benefit Rutherford County.

The program includes:

- An introductory team-building retreat.
- Nine full class days, on the second Tuesday of each month (unless otherwise noted), addressing themes important to the future of Rutherford County.
- Travel throughout the county to visit a number of businesses and facilities.
- Access to as many as 60 county leaders who participate as speakers and presenters during the program.
- Network development:
 - Community contacts
 - Trusted friends among class members
 - Participation in community leadership

Program Requirements

Attendance Policy

- Attendance is **mandatory** for the opening retreat, all subsequent program days, and graduation.
- Participants **may be absent no more than 8 hours total** throughout the year in order to graduate.
- Hourly attendance is tracked at each scheduled session.

Anyone missing more than 8 hours total may attend graduation with their class, but will not receive their plaque or awards. They may return the subsequent program year to make up their hours missed at no additional cost. They will officially graduate and receive their plaque and awards at the end of that year.

A typical program day begins at 8 AM and concludes at 5 PM. It is expected that all class participants will attend all class related activities. **Applicants must make every effort to secure their availability for all Leadership Rutherford activities prior to making the commitment to join the class.**

2023-2024 Class Schedule

*Class Sessions: 8 AM – 5 PM, unless otherwise noted**

August 29 *Orientation: 5:30 PM – 7:30 PM
September 12
October 10
November 14
December 12

January 9
February 13
March 12
April 9
May 2



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APPLICATION PROCESS AND REQUIREMENTS

GENERAL APPLICATION REQUIREMENTS	HIGH SCHOOL STUDENT APPLICATION REQUIREMENTS <i>2022-23 Sophomores / 2023-24 Juniors ONLY</i>
<p>Complete the Leadership Rutherford Application Form included in this packet according to these instructions.</p> <p>The application must be complete and accurate: all blanks not noted as optional must be filled in or marked N/A.</p>	<p>Interested students must fill out the Leadership Rutherford Application Form included in this packet, paying attention to these high school specific instructions.</p>
<p>At least one essay question must be answered fully and attached.</p>	<p>The application must be complete and accurate: all blanks not noted as optional must be filled in or marked N/A.</p>
<p>All attachments to the application must be included when the application is submitted:</p> <ul style="list-style-type: none"> <input type="radio"/> Essay Question Response <input type="radio"/> Letter of Recommendation <input type="radio"/> Scholarship Request Form, if applicable 	<p>All attachments to the application must be included when the application is submitted:</p> <ul style="list-style-type: none"> <input type="radio"/> Essay Question Response <input type="radio"/> Letter of Recommendation
<p>The complete application package <u>must be submitted</u> to Leadership Rutherford by Friday, July 31, 2023. The completed form and attachments may be submitted by either of the following:</p> <ul style="list-style-type: none"> • Email: leadershiprutherfordnc@gmail.com • U.S. mail to Leadership Rutherford: PO Box 794, Forest City, NC 28043 	<p>The complete application package <u>must be submitted</u> to Leadership Rutherford by Friday, May 26, 2023. The completed form and attachments may be submitted by either of the following:</p> <ul style="list-style-type: none"> • Email: leadershiprutherfordnc@gmail.com • U.S. mail to Leadership Rutherford: PO Box 794, Forest City, NC 28043
REVIEW OF GENERAL APPLICANTS	REVIEW OF HIGH SCHOOL APPLICANTS
<p>Members of the Leadership Rutherford Board of Directors will review all valid applications and select class participants in early August.</p>	<p>Members of the Leadership Rutherford Board of Directors will review all valid applications and select student finalists for interviews.</p> <ul style="list-style-type: none"> • Student interviews will take place in late May 2023. • Three (3) students total will be selected for the class of 2023-2024.
NOTIFICATION OF SELECTION	

Applicants will be notified by **August 14, 2023**, as to whether or not they have been selected to participate.

Students will be notified by **July 15, 2023**, as to whether or not they have been selected to participate.

Leadership Rutherford values engaged, committed, and diverse participants. We strive to make this an inclusive program that reflects the community it serves. Leadership Rutherford does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

TUITION

Tuition: \$550.00 total per participant
All tuition payments are non-refundable.

- **If you are selected to participate in the program**, you are responsible for paying the required \$550 tuition, unless you are awarded a scholarship (up to \$500 maximum) or are sponsored by a third party.
 - Checks should be made payable to “Leadership Rutherford,” with your name and “2023-24 tuition” in the memo, and mailed to:
Leadership Rutherford, P.O. Box 794, Forest City, NC 28043
 - All class participants will be provided breakfast snacks and a full lunch at each class session, as well as a Leadership Rutherford polo shirt, name badge, and a graduation plaque.
- Tuition may be paid in installments but *must be paid in full by January 31, 2024*.
- All applicants, including high school students and scholarship recipients, are required to pay at least \$50 towards tuition themselves. We will accept this in installments for special circumstances.
 - To arrange installment payments, contact Kelly Lovelace at dr.kdlovelace@gmail.com
- Some companies will pay the Leadership Rutherford tuition on behalf of their employee(s). Contact your supervisor to find out about your company’s policy.

SCHOLARSHIPS

- Financial assistance of up to \$500 maximum *may* be available in case of need. If this applies to you, please complete the Scholarship Request Form (separate form) and submit it with your application. Scholarship awards are dependent upon the availability of funding.
- The separate Scholarship Request Form may be downloaded from the Leadership Rutherford website at www.leadershiprutherford.com/how-to-apply.
 - Scholarship applicants must provide the reason for their need.
 - All applicants, including high school students and scholarship recipients, are required to pay at least \$50 towards tuition themselves.
 - Scholarships will be awarded when applicants are selected to participate in the program.



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- Scholarship recipients will be notified of their award when they are notified of their acceptance to the program.

The Leadership Rutherford application form begins on the following page. Please complete the entire form (pages 4-5), and submit it to Leadership Rutherford along with all required attachments.

You may keep pages 1-3 for your reference.

If you have any questions about completing this application, please call Justin Conner at (828) 748-7956 or email leadershiprutherfordnc@gmail.com.

LEADERSHIP RUTHERFORD APPLICATION FORM: CLASS OF 2023-2024

General Application Deadline: July 31, 2023, | High School Student Application Deadline: May 26, 2023

*Please review the preceding **PROGRAM INFORMATION & APPLICATION INSTRUCTIONS**, especially the section entitled **APPLICATION PROCESS AND REQUIREMENTS**, before completing this form.*

Full Name: _____ Date: _____

Preferred to be called (first name or nickname): _____ Date of Birth: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Personal email address: _____

Employment Information – General Applicants Only

Employer: _____

Title: _____

Office Address: _____

City: _____ State: _____ Zip: _____

Office Phone: _____

Fax: _____

Education Level Achieved: _____

High School Information – Student Applicants Only

School Name: _____

School Address: _____

City: _____ State: _____ Zip: _____

School Phone: _____

Fax: _____

Will you be in 11th grade in the 2023-24 school year?

Check one: _____ YES _____ NO



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Community Involvement

In order of importance to you, list two (2) community organizations (civic, business, religious, social, community, arts, athletics, etc.) in which you demonstrate an active leadership role beyond your employment affiliations and activities

A. Organization: _____ Dates of Activity: _____

Contact: _____ Phone # _____ Role / responsibilities: _____

B. Organization: _____ Dates of Activity: _____

Contact: _____ Phone # _____ Role / responsibilities: _____

Essay Questions: On a separate sheet of paper, please answer one (1) of the following four essay questions:

Typical answers are around 250 words in length. Enclose your essay response with your application package.

1. What are the three most significant problems facing Rutherford County?
2. What do you hope to gain from your participation in Leadership Rutherford?
3. How would your selection to Leadership Rutherford enrich our organization and the region?
4. What unique qualifications can you offer as a potential leader and candidate for selection as a participant?

Recommendation Letter: One (1) signed letter of recommendation should be provided from someone who can cite specific examples of your previous or potential community leadership and engagement. Family members are not eligible. Include the letter with your application package. (An electronic signature or typed name is acceptable instead of a handwritten signature.)

Commitments: Please be sure that you have reviewed the **LEADERSHIP RUTHERFORD PROGRAM BENEFITS AND REQUIREMENTS** section in the **PROGRAM INFORMATION & APPLICATION INSTRUCTIONS** part of this package before signing this commitment.

Tuition will be paid by:

- Applicant (self-pay)
- Employer Sponsor
- Other Sponsor - Contact Name: _____ Phone Number: _____
- Scholarship: Please include Scholarship Request Form with application, if applicable. A Scholarship Request Form is *not required* for high school students.

Applicant

I have reviewed and I understand the Leadership Rutherford program requirements detailed in this application package. If selected, I agree to the terms and conditions as stated. I understand that, if selected, I am obligated to pay my full tuition by January 31, 2024. I have reviewed the program schedule and the attendance policy. I commit to attending all program activities and class sessions as scheduled. I understand the penalties for non-attendance.

Signature: _____ Date: _____



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An electronic signature or your full name typed above is acceptable instead of a handwritten signature.

Authorizing Official

- If the applicant is employed, this section must be completed and signed by his or her direct supervisor. Only self-employed or unemployed applicants may leave this section blank.
- If the applicant is a high school student, this section is not applicable and may be left blank.

This applicant has my full support to participate in Leadership Rutherford. I am aware of the time commitment and financial obligation required:

Additional Comments (optional): _____

Name: _____ Title: _____

Name of Employer: _____

Signature: _____ Date: _____

In light of current stay-at-home and social distancing restrictions, an email from your supervisor indicating their approval is sufficient. Attach a copy of your supervisor's email confirming their approval or have them email leadershiprutherfordnc@gmail.com directly.