Class XXXVII Application | 2021-2022

Leadership Brownsville is an organization whose purpose is to identify and motivate emerging leaders each year and to develop their potential for community leadership by exposing them to the realities, opportunities and challenges of the community.

Leadership Brownsville is funded both by a class fee of **$450** per participant and by contributions from the community. Members of the Leadership Brownsville Board of Directors, composed of past alumni and at-large community members, coordinate the program each year.

Monthly sessions will resume to in person meetings. However, Leadership Brownsville Board of Directors will adhere to all Cameron County guidelines in the event that social distancing is enforced due to the current COVID-19 pandemic.

This year’s program will begin with an in person Mandatory Orientation dinner September 15th, 2021.

**Application Instructions**

Please type each section of the application with information that is relevant to your own experience or background. The utmost discretion is exercised in the use of information provided. **The application must be signed by both the applicant and his/her employer.**

**Email the completed application to info@leadershipbrownsville.org**

**Only applications that are submitted in its entirety (employer signatures included) will be considered. Deadline to email your application is Wednesday, August 25th. 2021 at 11:59 p.m. We will verify the time the application was emailed as confirmation.**

**Eligibility & Requirements**

* All participants must live, work and/or have an interest in the Greater Brownsville area.
* Applicants who are elected officials at the time of selection are not eligible.
* Husband and wife cannot be participants in the same class.
* You must be at least 18 years or older to be eligible to apply.

**Selection & Criteria**

The most important factor in the selection process is the identification of those individuals who are most likely to utilize their leadership for the long-term benefit of the community. The criteria for selection are:

* A sincere commitment, motivation and interest to serve the community.
* A demonstration of leadership by past community activities and involvement.
* A demonstration of concern for the future of Brownsville.
* Participants are from all sectors of the community.

The Selection Committee is composed of Leadership Brownsville alumni. They remain anonymous in order to isolate members from outside influence or pressure. The selection process does not provide the applicant’s name to the Selection Committee; thereby making the process less subjective.

Each year, participants are selected to represent a cross-section of the community and to reflect the diversity of backgrounds, interests, professions, vocations, and civic ties, therein. Because of size restrictions of each year’s class and the need to diversify the composition of the class, some qualified candidates may not be selected into a class. **Those not selected are strongly encouraged to re-apply in subsequent years.**

**2021-2022 Session Schedule**

Sessions are held the third Thursday of each month, with the exception of December and March which are held on the second Thursday of the month. Monthly sessions begin September 2020 and run through May 2021. Please make sure to mark dates on your calendar. Dates are as follows:

* September 15, 2021 (\*Mandatory Orientation dinner)
* September 16, 2021
* October 21, 2021
* November 18, 2021
* December 9 , 2021
* January 20, 2021 (\*Civic requirements due)
* February 17, 2021
* March 10, 2021
* April 21, 2021
* May 19, 2021 (\*Final civic requirements due)
* May 27, 2021 (\*Graduation ceremony)

**Na Personal**

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Name as it should be printed on your shirt: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name as it should be printed on your graduation certificate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Daytime Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evening Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Mobile Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ How long have you lived in the Brownsville area? \_\_\_\_\_\_\_\_\_\_\_\_      Date of Birth: \_\_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_ Preferred E-Mail Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you previously applied for Leadership Brownsville?  Yes / No   If so, when? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How did you learn about the Leadership Brownsville program? (referral, social media, website, etc.) \_\_\_\_\_\_\_\_\_\_\_\_

Circle Shirt Size: (Class shirts run small – please size up!):      S          M           L          XL          XXL

Circle your status: Student Business Owner Employee Retiree Veteran

**Employment**

Present Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Occupation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Number/Street City State Zip Code

Briefly describe your responsibilities in your employment.

 List previous employment beginning with your most recent (include active military duty):

Employer Title/Responsibility From To

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Business/Professional Affiliations (if any):

Name Position Held/Assignment From To \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Education**

List highest degree, certificate or diploma earned, advanced degrees and/or specialized training:

Name Degree Type Major/Specialization From To

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Special Awards/Honors in Education:

 Special Talents, Skills, and Abilities:

 **Community Involvement:**

**Please submit answers to ALL of the following questions. Your application will be considered incomplete if this portion is not submitted and you will not be considered for this year’s class. NO EXCEPTIONS.**

***Attach your questions on a separate sheet of paper at the end of the application.***

**Part I**

Please list ALLsignificant civic, community, and religious activities and accomplishments. Include special awards and accomplishments, offices held, etc. Give specific dates and leadership positions/responsibilities where applicable. Include what you consider your most important accomplishment in one of the above organizations. If necessary, please include a brief explanation of your role. Example ‘Involved with a Board of Directors for a Nonprofit organization’

**Part II**

Limit the answer for each question to 100 words each. Please attach your answers to this application. Thoughtful attention to the essay questions will indicate your interest in, and experience with, community leadership.

1.   If you have not been as active in the community as you would like to be, what conditions have changed that now enable you to seek involvement in the community?

2.   What do you feel are the three most significant problems facing Brownsville today? Explain ONE of your choices and give any recommendations for approaching and/or resolving the problem.

3.   What specific skills/knowledge do you hope to gain from your participation in Leadership Brownsville and how do you propose to use this experience for the betterment of the community?

4.   What interest do you have in seeking key volunteer, public office, board, or commission roles? What kinds of boards, committees, or groups would you like to be a part of in the future?

**Requirements for Leadership Brownsville Participants**

It is mandatory that Leadership Brownsville class members:

* Pay a $450 tuition/course fee. Fees are non-refundable, non-transferrable.
* Attend nine full-day sessions, held monthly from 8:00 am to 5:00 p.m.
* Attend Orientation Dinner (September) and Graduation Ceremony (May)
* Attend six civic and/or government meetings during the nine-month period. Further instructions will be given during the Orientation session.
* A community service project is mandatory by all class participants. **This will include a presentation of three potential projects due by December.** **The projects** **by Leadership Brownsville Board of Directors.** In order to graduate from the program, all class members must participate and collaborate to complete the project. This will require outside class meeting times.

**Tuition/Course Fee**

Upon selection, you are required to pay a one-time $450 non-refundable, non-transferrable fee due on or before the Orientation session. Installment plan is available upon request but will have strict guidelines. Please contact Leadership Brownsville Board Treasurer for payment plan information. Failure to pay at deadlines will mean removal from the program.

**Scholarship**

In efforts to promote inclusivity and mitigate some financial barriers into the program for interested and qualified candidates, Leadership Brownsville will offer two full paid scholarships\* to a class member for the year 2021-2022.

 In order to qualify for the scholarship, the potential candidate must:

* Meet all the criteria to be accepted into the program and he/she must submit a Letter of Interest (in addition to the Leadership Brownsville class application).
* The letter of interest must be one page long and must explain the applicant’s interest in being considered for the scholarship and why he/she should be awarded.
* Submit a letter of recommendation from an employer or community volunteer leader/peer.
* \***Disclaimer: scholarships are only available based on budget funds for the year.**

Determination for selection will be both merit and need-based. The letter of interest and recommendation letter must be submitted along with the Class XXXVII application. **The same deadline of Wednesday, August 25th at 11:59 p.m. applies.**

**Class Attendance Requirements**

A Mandatory Orientation session will be held in person or virtual on September 15th, 2021 to kick-off the program. The following day you will begin the first session of the program. As previously discussed, the sessions will start at 8:00 a.m. and end at 5:00 p.m.

Times may vary slightly depending on the session. Participants are expected to attend ALL sessions on time. Your moderator will take attendance for each session.

Late arrival or early departure from a session will be counted against the attendance requirements. There will be no excused absences. **There will be NO EXCEPTIONS**. An agenda will be sent to class participants a few days prior to the monthly session.

Participants will not graduate from the program if they miss more than 16 hours or 2 sessions. Participants may continue attending the sessions with the class but will not graduate with the class that year; they may make up the missed sessions the following year and graduate that year upon completion of all requirements.

**Retreat**

A Leadership Brownsville Retreat is expected to take place February 11th 2022 for the class (one night stay). More details about dates and accommodations will follow once the program begins.

**Civic Requirements**

Participants are required to attend civic and/or governmental meetings during the nine-month period. Attendance at these meetings is important to achieve an understanding of how a civic or governmental entity operates.

Participants will not graduate from the program if they do not meet the civic requirements. Participants short on civic requirements may continue attending the sessions with the class but will not graduate with the class that year. Participants may make up the civic requirements the following year and attend graduation that year upon completion of all requirements.

The Vice Chair of Curriculum will provide further instruction during Orientation session.

**Class Project**

Participants are required to work together on a class project. The group will be required to present the top three ideas for their class project to the Board of Directors for approval. Upon approval, the class project will need to be completed no later than the date of the May session.

**Criteria for Participant’s Dismissal from Program**

1.   Absences or partial absences from program meetings totaling 16 hours (two sessions or more). Absence during mealtime (unless a particular meal is announced as exempted from this requirement in advance by the Leadership Brownsville Board of Directors) shall be counted.

2.   Five occasions of either late arrivals or early departures from program meetings, where the absence exceeds 30 minutes. Leaving a program meeting in progress for more than 30 minutes shall be counted as one occasion or early departure whether or not the participant returns. (This includes leaving at or during mealtimes, except those mealtimes which may be exempted as stated above.)

3.   Failure to attend those civic and governmental meetings required under the curriculum guidelines as set by the Leadership Brownsville Board of Directors. No absences from any single meeting or activity shall for the purpose herein be counted for more than eight hours even though such meeting or activity may be longer. All absences, late arrivals and early departures, for any reason and whether or not they are foreseeable for cause, avoidable, intentional, or accidental, shall count against the attendance requirements.

**My Commitment**

If I am selected as a participant in Class XXXVII of Leadership Brownsville, I am willing and able to attend the program and functions organized by the Leadership Brownsville Board of Directors.

**I have studied the monthly session calendar and have determined that my schedule will permit me to be present at the dates and times specified.** Because Leadership Brownsville is an educational program consisting of nine monthly meetings (virtual and/or in person) I realize that it is essential that I attend all meetings in their entirety including any other programs and/or functions the Leadership Brownsville Board of Directors may deem necessary.

I also understand that I must participate and complete a community service project with class members in order to graduate from the program.

**IN ALL ATTENDANCE MATTERS, THE DECISION OF THE LEADERSHIP BROWNSVILLE BOARD OF DIRECTORS WILL BE FINAL. I UNDERSTAND THE ATTENDANCE REQUIREMENT AS STATED ABOVE.**

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Signature of Applicant Date*

**Employer’s Commitment**

*Applicant has the approval of this organization/company and full support; which includes the time required to participate in the program.*

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*Applicant’s Supervisor Name (Please Print) Title*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Signature of Applicant’s Supervisor Date*

***If self-employed, please sign as Supervisor.***

**PART I Attachment**

**PART II Attachment**