



## APPLICATION FORM

DUE: APRIL 30, 2026 by 5:00pm

Submit to [leadership@wyomingpcl.org](mailto:leadership@wyomingpcl.org) or to  
Attn: Park County Leadership Institute,  
Cody County Chamber of Commerce  
836 Sheridan Avenue  
Cody, WY 82414

Application to Park County Leadership Institute is open to people living or working in Park County, Wyoming. The committee seeks diverse and balanced representation from a cross-section of Park County leaders in areas such as location, occupation, organization affiliations, and individual attributes. Class members will be selected based on the applicant's merits and reference recommendations, as presented in the application and supporting documents. Applicants are required to submit two letters of recommendation.

The Selection Committee prioritizes the following:

- Commitment to community and motivation for service in Park County;
- Ability to commit to the time requirements and attend all sessions;
- Community leadership representing diverse perspectives;
- Employment and/or Volunteer positions with potential to have influence.
- Commitment from applicant's employer to support their participation;

Individuals may nominate themselves but their employer must sign the statement below agreeing to allow applicant time to participate in PCLI classes community-based experience visits. Attendance at all sessions is expected. Missing multiple sessions could result in not graduating.

Classes are held one full day each month from September 2026 to May 2027. Final class dates and locations will be provided after participant selection. Application is due April 30 by 5:00pm. Chosen PCLI Participants will be notified by June 1.

### 1. Applicant Information

Name: \_\_\_\_\_

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

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Do you Live or Work in Park County?    Live ☐    Work ☐    Both ☐

Cumulative years that you have lived/worked in Park County: \_\_\_\_\_

**2. Employment Information**

Job Title/Role: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Briefly describe your current role and responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If applicable, list any other previous employment from the past 5 years:

	Employer	Title	Period of Service
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

**3. Community Involvement**

Please list any notable community or statewide engagement that you participate in, including length of involvement and any position you held within those groups or organizations.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. Education**

Beginning with the most recent, list formal and informal education.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_

**5. Short Answer Questions (can attach a separate page)**

What motivated you to apply for the Park County Leadership Institute at this point in your life or career? (100 – 400 words)

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Describe a situation where you were asked to step up, take responsibility, or help lead-formally or informally. What did you learn from that experience? (100 – 400 words)

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What is one challenge, opportunity, or issue facing Park County that you care deeply about and why? (100 – 400 words)

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After completing PCLI, how do you plan to stay engaged or contribute to Park County in the years ahead? (100 – 400 words)

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Describe three skills or experiences you wish to gain from participating in PCLI (100-400 words)

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## 6. References and Letters of Recommendation

Two letters of support must be submitted with this application that attest to the applicant's qualification for this program and to their leadership performance and potential to create change. Ideally one letter should be from the applicant's place of employment (if appropriate) and one letter regarding applicant's volunteer capacity.

List the name and contact information of the individuals that will be providing a letter of support.

	Reference Name	Organization	Phone Number
1.	_____	_____	_____
2.	_____	_____	_____

## 7. Tuition and Funding

The \$1000 tuition in Park County Leadership Institute includes all course materials and meals. Participants are responsible for their own transportation. Full tuition is due by **August 1, 2026**.

Are you interested in information about tuition assistance?

Yes ☐ No ☐

## 8. Commitment Statements

**A. Employer Commitment:** This candidate has my full support to participate in the Park County Leadership Institute. I am aware of the time commitment involved in his/her effective participation and I agree to support him/her in work release time.

Supervisor Name and Title: \_\_\_\_\_

Employer: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**B. Applicant Commitment:** I understand the goals and commitments of the Park County Leadership Institute. If selected, I will devote the required time.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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