



Sponsored by the Carmel Chamber of Commerce Foundation

Application Form - Program Year 2024-2025

Thanks for your interest in this highly regarded flagship leadership and performance development experience.

Leadership Carmel exists to serve current and emerging influencers, managers, and leaders. It will accelerate and amplify the development of your performance and leadership capacity. It will increase the size and power of your community network. This experience will be an important step in your personal and professional development.

Leadership Carmel was created and designed to identify committed leaders in our community, help them understand and explore the dynamics of current issues facing our community, identify resources available to address those issues and develop and fine-tune their personal and professional leadership and performance skills to b Leadership Carmel is an intensive 9-month professional development program designed to provide a solid development framework to inspire and serve current and future local leaders and influencers working in, living in, playing in, and/or interested in raising their awareness and discovery of Carmel-by-the-Sea and surrounding communities. The program provides grounding in five main areas:

- 1) Learning about the local community, its history, and industry sectors. Meeting and making connections with businesses, administrators, and influencers within the City of Carmel-by-the-Sea.
- 2) Deeper understanding and practical application of the important aspects of leadership and extending agile, multi-dimensional thinking and gaining the perspectives of participants.
- 3) Discovering, designing, and implementing opportunities for community engagement. Leaving a legacy gift to the community as part of the cohort's program.
- 4) Accessing executive coaching during the program.

5) Opportunity to continue learning and serving by actively participating in the Leadership Carmel Alumni Association.

Personal Information

Your Name: _____ Employer: _____

Job Title: _____ Length of Employment _____

Summary of Your Current Job Description:

Birthdate: _____ Years in the local area: _____

Contact Information

Personal/Home _____ Mailing Address

_____ Cell Phone

_____ Email

Professional/Work _____ Mailing Address

_____ Work Phone

_____ Email

Preferred email and phone: _____

Name & title of your supervisor at work: _____

Email & phone # of your supervisor: _____

Privacy Notice

A list of class participants will be provided to each class participants, the sponsor, and directors, which includes a personal phone number and email address. Personal information will never be made

available to anyone outside of Leadership Carmel without your permission. Your business information will be provided to program sponsors, facilitators, and speakers.

My personal contact information can be shared with the class members: Yes/No

Reference Contacts

Please provide three contact references, business or personal. We prefer that one of the contacts be from the applicant's current employer.

Name of Contact, Relationship, Email, & Phone

- 1.
- 2.
- 3.

All applications will be handled in the strictest confidence. Applicants are encouraged to devote time and serious thought to the preparation of this questionnaire. Please attach extra sheets/separate documents for the additional information requested.

Applicant Questionnaire

1. What is your primary motivation to commit to this program?
2. How do you view leadership and what does it mean to you?
3. Provide 2 examples of what or who has most influenced your current view and capability for leadership.
4. What is your proudest leadership accomplishment to date?
5. What are the two or three most pressing issues facing our community today?
6. Explain specific recommendations for approaching and resolving these issues.
7. What specifically do you hope to gain from LEADERSHIP CARMEL? What do you hope to contribute? What would be a home run for your Leadership Carmel experience?
8. What are the most challenging leadership issues you face today?
9. Describe your personal/professional aspirations for the next 5 to 10 years.
10. Provide a description/insight into one of your passions.

Tuition

Tuition for each participant in LEADERSHIP CARMEL is \$2,000 and includes all required materials. **For Carmel Chamber of Commerce members' (and all of their employees), tuition is \$1,700.** Tuition includes all required materials. Tuition can be paid by the individual, by an employer, or by another third-party organization on behalf

of the individual. **Participants are expected to pay for out-of-pocket expenses like meals and transportation.**

Please indicate how your tuition will be paid:

Employer ____ Personally ____ Other Please specify _____

****Checks should be made out to **Carmel Chamber of Commerce Foundation**. All tuition must be paid in full by Sep 27, 2024.

Scholarships

A limited number of partial scholarships may be available and are subject to Carmel Chamber of Commerce Foundation board approval. Consideration for a scholarship must be requested in writing when submitting this application. It will not affect the applicant's consideration for the program.

Please consider me for a scholarship. A separate letter of request is attached.

Participation Expectations

Participation includes MANDATORY attendance at all scheduled sessions. LEADERSHIP CARMEL is an intensive 9-month program beginning with a 2-day orientation (Fri and Sat) in early October. This is followed by monthly (9-5) meetings (usually the first Fri of each month). Each meeting focuses on performance and leadership development and on a key community issue or topic. Between these meetings, it is expected that participants will complete a 1:1 coaching/mentoring session with the program directors.

In addition to the full-day curriculum sessions, the participant is encouraged to attend or familiarize themselves with one Non-Profit Board meeting and a City Council or Planning Commission meeting.

The participant team will determine and commit to meeting schedules for project work.

Please, seriously consider expected major projects at home, school, work, weddings, births, and travel plans when considering this years' time commitment – this is an intensive and time-demanding program, but well worth the effort!

Tentative 2024 – 2025 Class Schedule

(Dates/ Session Topics may be subject to change at the discretion of the Program Directors and/or Carmel Chamber Foundation Board in collaboration with participants)

Date	Session Topic
Oct 4&5	Orientation
Nov 1	Class 2
Dec 6	Class 3
Jan 10	Class 4
Feb 7	Class 5
Mar 7	Class 6
Apr 4	Class 7
May 2	Class 8
Jun 6	Class 9
Jun 20	Est. Graduation

- Day Sessions will be from 9:00AM – 5:00PM (Location in Carmel TBD)
- Additional meeting dates and times (if any) will be determined by the participants and Program Directors.

Leadership Topics Include:

High Order Thought, Leadership Framework, Thinking Intentions Profile Assessments, Leading Change, Appreciative Inquiry, Interdependency, Thinking Agility, Understanding and Leveraging Trust, Building High-Performance Teams, Alignment, Health & Wellbeing, Feedback and Difficult Conversations, and Building a Discipline of Inquiry.

Carmel Community Topics Include:

Living and Working in Carmel, Carmel as a Tourist & Recreation Destination, Local Government (Councils & Commissions), City Administration, K-12 and Advanced Education, Health & Well Being, Environment Protection, and the Non-Profit and Volunteer Environment.

Class Legacy Gift

Finally, each class is expected to identify, design, fund, market, plan, and execute to completion a community-benefit project by the end of the program. Class representatives will present the gift near the graduation ceremony in June.

Additional meetings will be necessary to complete the class project, plan and carry out project tasks, etc. These meetings will be scheduled as needed **by the participants**

themselves. On average, LEADERSHIP CARMEL participants spend up to 16 hours each month on Leadership Carmel tasks.

Signature of Applicant, Signature of Employer (if paying tuition) & Submission of Application

I understand the importance of participation as outlined above, and if selected to participate, will commit the time and meet all requirements. I have had a conversation with my employer and they understand and value both the commitment and the opportunity. I further understand that LEADERSHIP CARMEL extends beyond the actual program to a lifetime of opportunity for involvement as a member of the Leadership Carmel Alumni Association

Applicant's Signature:

_____ Date: _____

I have reviewed this application and understand the expectations of the program. As the employer of this candidate, I commit that we will support him/her in meeting these expectations so that they can fully participate in this program. I further understand that I can request and expect periodic updates about the program and the performance of this candidate if selected to participate.

Employer's Signature:

_____ Date _____

DEADLINES

The application deadline is close of business on August 16, 2024. The tuition deadline is September 27, 2024. All applicants are required to complete the interview with the directors, a foundation or chamber board member, and a Leadership Carmel Alumni. If you have any questions, or if you require an extension please contact Jeanne Frew, the Co-Program Director at (831) 236-1223 phone or text, or email at jeanne@carmelleadership.org

Mail, email, deliver your completed application, and additional materials to:

Jeanne Frew Co-Director, Leadership Carmel
25565 Boots Road, Monterey, California, 93940
(Email: jeanne@carmelleadership.org).

Double Check that you have included the following: (1) Applicant Questionnaire Answers, (2) Up to 2-page Resume' , and (3) (If applicable: Scholarship Request)