



PROGRAM OVERVIEW

PROGRAM DESCRIPTION

Leadership Williston (LW) is an 8-month program centered on cultivating leaders each year through community engagement and exploration and professional development.

The program is designed to expose existing and emerging leaders to the issues our region faces by using the community as a living classroom. LW strives to provide a broad experience to participants by covering topics each month like education, city and county government, the oil and agricultural industries, and more. Over eight sessions, LW challenges participants to become involved in our community and motivate them into leadership roles.

In addition, participants will tackle personal goals through the public speaking program. Each session will also cover an aspect of leadership through discussion, presentations, etc. Finally, each participant will be tasked with developing an individual or group project that directly benefits our community.

For over 20 years, LW has provided a unique avenue to challenge leaders from all walks of life and industry in Williston. Do you have what it takes?

PROGRAM GOALS

- Encourage participants to develop long-lasting relationships with other leaders.
- Offer educational opportunities to discover the inner workings of the community and challenges facing the region.
- Challenge participants to become better speakers through the public speaking program.
- Foster community improvement through participant-designed and led community enhancement projects.
- Instill a sense of community to motivate participants into leadership roles.

SELECTION CRITERIA

To be eligible, an applicant's employer must be a current member of the Williston Area Chamber of Commerce. If you are unsure of your employer's status, please call the Chamber at 701.577.6000.

Participants are chosen by a committee based on the information submitted in the LW program application and the interview. The committee seeks diversity in regard to age, gender, education, employment sector, professional experience, interests, and talents.

Desired participants are individuals who:

- Have participated/Participate in community and professional activities and organizations
- Are able to attend all sessions and program events
- Are dedicated to personal and professional growth

Please note: While this is a leadership program, you are not required to hold a current leadership position in your company.



EXPECTATIONS

LW includes an orientation session and monthly topical sessions that involve panel discussions, tours, speakers, group and individual activities, and the completion of a group or individual project. You will be expected to fully participate in every aspect of the LW program. Please remember, there is no substitute for your presence at LW sessions!

As a LW participant, you are expected to:

Attend all sessions. We provided the dates well in advance as a courtesy to you and we expect the same courtesy in holding these dates. When you are gone, not only are you missed but you do not receive the full program experience. **Attendance at all sessions is mandatory.**

Be fully engaged at sessions. Please resist the temptation to check phones while engaged in session activities. We do our best to provide breaks throughout the day.

Connect with classmates. Try to get to know everyone in your class. We do not expect you to know all names day one, but the program is greatly enhanced when classmates connect with one another! Past graduates will tell you they developed friendships and business relationships that have continued beyond the program.

Respond to post-session surveys. Your feedback is crucial to this program's continued improvement and success.

Maintain a professional demeanor. The Chamber has the right to dismiss participants in the case of behavior deemed unprofessional.

Have fun! While a learning and professional development program, LW is meant to be an engaging experience and we do our best to make it a meaningful one!

TUITION

In addition to time and dedication, LW requires a financial commitment. Program tuition is \$350 per participant. Tuition is generally covered by a participant's employer.

Tuition includes all course materials, session costs, and meals. Full payment of tuition is due by September 28, unless other arrangements are made.

If you are unable to complete the program, or fail to meet attendance requirements, tuition will not be reimbursed. Exceptions will be handled on a case-by-case basis.

FINANCIAL ASSISTANCE

Financial assistance in the form of a Chamber Scholarship is available to assist qualified individuals who may otherwise be unable to participate.

Scholarship requests - either in full or a designated partial amount - will be considered on the applicant's demonstrated need as indicated in his or her application.



PROGRAM SCHEDULE 2018-19

All sessions are held 7:30AM to 4:00PM unless otherwise noted.

October 3 | Orientation & History of Williston

November 7 | City/County Government & Economic Development/Entrepreneurship

December 5 | Media, Community Involvement, & Tourism

January 9 | Health & Education

February 6 | Political Involvement (Bismarck, ND) **Tentative**

March 6 | Emergency Services & Ethics

April 3 | Oil & Gas

May 1 | Agriculture

May 8 | Graduation

Session day schedules will follow this format or some variation.

7:30-9:00AM | Speech

9:00-10:00AM | Leadership

10:00AM-12:00PM | Issue Day

12:00-1:00PM | Lunch Panel Discussion

1:00-4:00PM | Issue Day

Please review all dates and give careful consideration to your availability to attend all sessions.

If you currently know that you cannot attend a session due to a conflict, please list the corresponding date(s):

APPLICATION DEADLINE

Applications must be received by **Friday, August 31, 2018 at 4:00PM.**

An electronic, fillable version of the application is available at www.willistonchamber.com.

MAIL

Leadership Williston
Williston Area Chamber of Commerce
PO Box G
Williston, ND 58802

EMAIL

bekka@willistonchamber.com

Upon review of submitted applications and completed interviews, successful applicants will be notified by **September 14, 2018** and asked to pay tuition at that time (unless prior arrangements exist). Tuition payment must be received prior to the start of LW.

Please direct questions to the Chamber at 701.577.6000 or email bekka@willistonchamber.com.



PROGRAM APPLICATION

PERSONAL INFORMATION

First Name: _____ Last Name: _____

Preferred First Name (if different): _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____ Cell Phone: _____

Years in Williston area (if applicable): _____

CURRENT EMPLOYMENT

Employer: _____

Business Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Work Email: _____ Work Phone: _____

Years with Employer: _____

Position/Title: _____

Supervisor: _____

Supervisor's Email: _____

Job Responsibilities:



What do you consider your greatest career achievement, skill, or responsibility to date?

PREVIOUS EMPLOYMENT

If applicable, list previous positions held in the last five years:

EDUCATIONAL BACKGROUND

Include institutions, field(s) of study, and degrees awarded. Also include any relevant professional accreditations, certifications, training programs, etc.



EXPERIENCES

Please list the major civic, business, professional, social, and/or religious activities in which you have participated during the past five years. For each, please explain the extent of your involvement, accomplishments, offices held, awards received, and/or special recognitions. Experiences need not be limited to the Williston area. If you have not been involved in such activities, please explain why.

Have you participated in a similar leadership program here or in another community?

Yes: _____ No: _____

If yes, when/where? _____

Please briefly describe:

REFLECTION ESSAYS

Please answer the following questions in 250 words or less.

1. How did you hear about this program and why are you interested in participating?



2. What do you hope to gain from participating? What would you contribute?

3. Following the program, what will you contribute to the community?

4. A key component of the Leadership Williston program are projects dedicated to addressing needs or issues in our community. What is a need or issue(s) you see that you would like to address through a Leadership Williston project?



INTERVIEWS

Brief, 20-minute interviews will take place on Tuesday, September 11 from 2-6PM and on Wednesday, September 12 from 9AM-1PM. Please rank in order which days and times work best for your schedule. Interviews will be held at the Chamber.

Please note: Submitting an application does not guarantee an interview.

1st Preference: _____ 2nd: _____ 3rd: _____

TUITION & TUITION ASSISTANCE (OPTIONAL)

The cost of Leadership Williston is \$350 (covers materials, issue day costs, and meals). Please indicate if you or your employer will cover tuition.

My tuition is being paid in full by: _____

To assist qualified individuals who may not otherwise be able to participate, financial assistance in the form of scholarships is available. Please indicate your request for financial assistance, if necessary.

Partial Scholarship: _____ Full Scholarship (\$350): _____

CANCELLATION POLICY

Because enrollment is limited, it is important that individuals selected to participate in the Leadership Williston program notify the Chamber as soon as possible if they cannot commit to the program. There will be no refund after the first issue day.

Individuals should notify Bekka at bekka@willistonchamber.com

APPLICATION DEADLINE

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Please direct questions to the Chamber at 701.577.6000 or email bekka@willistonchamber.com.



APPLICANT COMMITMENT

I understand that successful completion of the Leadership Williston program requires my active and full participation. This includes orientation, all sessions, completing a project, and graduation. I understand that some out of session work is required, and that public speaking training is a program element. Unexcused absences will prevent my ability to complete the program. I will demonstrate professional courtesy by being punctual at each session and focusing my energy on the session's topic.

I will meet the following Leadership Williston Participant Expectations:

- Participants will be prompt and attentive. Each day begins at 7:30AM.
- Participants will attend all sessions.
- Participants will complete a project that addresses a need or issue in the Williston Community.
- Tuition will not be refunded if I am released from the program.

Can you fulfill this commitment? _____ Yes _____ No

Applicant Signature: _____ Date: _____

EMPLOYER COMMITMENT

I understand that successful completion of the Leadership Williston program requires my employee to be active and participate fully. This includes orientation, all sessions, completion of a project, and graduation. I, the employer, understand that some out of session work is required for the employee, and that public speaking training is a program element. Unexcused absences will prevent your employee from completing the program. Your employee must demonstrate professional courtesy by being punctual at each session and focusing his/her energy on the session's topic.

I understand the following Leadership Williston Participant Expectations:

- Participants will be prompt and attentive. Each day begins at 7:30AM.
- Participants will attend all sessions.
- Participants will complete a project that addresses a need or issue in the Williston Community.
- I, the employer, will be notified by the Program Director of any absence or issues regarding my employee during the program.
- Tuition will not be refunded if my employee is released from the program.

Can you fulfill this commitment for your business? _____ Yes _____ No

Employer Signature: _____ Date: _____