

# LEADERSHIP INSTITUTE



## 2017 Lead In Application



PO Box 371 \* 116 E First Street, O'Fallon 62269  
[www.OFallonChamber.com](http://www.OFallonChamber.com) 618.632.3377 [events@ofallonchamber.com](mailto:events@ofallonchamber.com)

# 2017 YEAR-AT-A-GLANCE

## DATES

March 29  
April 26  
May 31  
June 21  
July (TBD)  
Aug 30  
Sept 27  
Oct 25  
Nov 15

**SESSION ONE:** Kick-off/One-on-One with City of O'Fallon and Village of Shiloh  
WEDNESDAY | MARCH 29, 2017 2:00-5:00 PM  
LOCATION: Community Financial Center Board Room, 800 S. Lincoln, O'Fallon  
PRESENTER: Walter Denton, City Administrator, City of O'Fallon  
John Marquart, Administrator, Village of Shiloh

Join us for orientation and meet the other Lead In members. We'll review the curriculum and then get started with our first class as we hear from municipal leaders about the state of the City and Village.

**SESSION TWO:** Strengths based Leadership Assessment/Art of the Difficult Conversation  
WEDNESDAY | APRIL 26, 2017 2:00-5:00 PM  
LOCATION: Memorial Hospital East Board Room  
PRESENTER: Ruth Holmes, Administrator, Memorial Hospital East

Together we will review the results of our online strengths based leadership assessments (as measured by StrengthsFinder 2.0 which is provided as part of the course) and discuss specific changes we can make in our professional and personal lives to ensure we are optimizing our talents.

Then, Ruth Holmes will share with us strategies for engaging with others in difficult conversations. As a hospital administrator and active community leader, Ruth is skillful with engaging people on all levels. She's very thoughtful and intentional with her words and will help us prepare those times when we're approached with situations and people that may be challenging.

**SESSION THREE:** Get on the Board! Effective Board Service  
WEDNESDAY | MAY 31, 2017 2:00-5:00 PM  
LOCATION: TBD  
PRESENTER: Brett Schuette, American Cancer Society

Serving on a Board of Directors provides excellent opportunity for professional growth, but is also a necessary component of community development. Brett offers a unique perspective as someone who has developed boards, works directly with boards and serves on boards. He'll help us understand the differences among varying boards and how to evaluate where your strengths may be best utilized.

**HAPPY HOUR SOCIAL**  
WEDNESDAY | JUNE 21, 2017 4:30-6:30 PM  
LOCATION: 1818 CHOPHOUSE

Join us for happy hour. Appetizers are provided; drink specials will be available.

**JULY 2017-** We'll coordinate service opportunity for July.

**SESSION FOUR:** Civic Leadership  
WEDNESDAY | AUG 30, 2017 2:00-5:00 PM  
LOCATION: TBD  
PRESENTER: Rotary Clubs of O’Fallon, Garden Club, VFW,

We’ll hear from various local civic groups about their mission and impact on the community. Then, we’ll focus on what service looks like for millennials and emerging leaders and how this may differ from traditional service organizations and models.

**SESSION FIVE:** Public Safety/Critical Thinking  
WEDNESDAY | SEPT 27, 2017 2:00-5:00 PM  
LOCATION: TBD  
PRESENTER: Cpt Cavins, O’Fallon Police Department

Captain Cavins of the O’Fallon Police Department will help us understand the various ways in which public safety affects every aspect of our community. We’ll hear about the Citizens Academy, Neighborhood Watch and other ways in which the community supports our first responders. We’ll also have a senior member from Scott AFB present on critical thinking to help us further develop the skills needed to approach and navigate through challenging circumstances.

**SESSION SIX:** Education and School Board  
WEDNESDAY | OCT 25, 2017 2:00-5:00 PM  
LOCATION: District #90 Offices

Education is often the #1 cited reason families give when asked, “Why did you move to this area?” We’ll meet with school administrators and/or Board Members to learn about the local school districts, Boosters, and understand how the schools partner with community groups to provide the best possible education to our youth.

**SESSION SEVEN: That’s a wrap!**  
WEDNESDAY | NOV 15, 2017 2-5pm  
MODERATOR: Aaron Broyles

Let’s bring it all together- we’ll develop personal action plans/vision statements and discuss where we go, as individuals, from here. Our moderator will facilitate an in-depth conversation on “what’s next,” reflecting back on what we’ve encountered throughout Lead In, and solidifying our confidence to move forward within our community.

Generally, we’ll meet the 3rd or 4th  
Wednesday of each month from 2-5pm.

# 2017 Lead In Application

The O'Fallon-Shiloh Leadership Institute (Lead In) is an experiential leadership development program designed to attract and retain an educated population of young professionals and leaders by equipping them with skills necessary to propel them to the next level of leadership through interaction with community decision-makers.

Lead In is comprised of two sections; a community awareness track and a talent development segment.

The community awareness track is designed to expose participants to critical community issues that enhance each member's understanding of assets and resources within the community, potential solutions to problems and strategies for becoming more involved. This involves providing access and interaction with public servants and community and business leaders from all areas of development to experience hands-on learning and expanding participants' understanding of people and beliefs that may be different than their own.

The talent development segment focuses on activities and materials specifically aimed at enhancing strengths based leadership, team work, critical thinking and professional growth.

The end result will be a larger pool of young professionals who are committed to remaining within our community, see themselves as partners for change by serving in civic leadership positions, on non-profit boards or becoming involved in the political process.

## CRITERIA

Ideal candidates are young leaders who are involved in their community and desire to enhance their career, network with other young professionals and become more informed and engaged in our community. Application does not guarantee selection. Class size is limited to 20 selected participants. Class member selection is based on the following criteria:

- Emerging leaders between 21-40 years of age
- Demonstrated community involvement or aspirations to become more involved
- A record of school, career or personal achievements
- Willing to commit the necessary time to fully participate in the program

Applications are confidential, but Lead In reserves the right to use information submitted for printed materials, should you be selected for the program. To ensure that those selected reflect the diversity of the community, applicants will be asked to specify their gender, race, and/or ethnicity.

## TUITION

If accepted into the program, the applicant or his/her employer/sponsor will be billed for tuition of \$99, which is due prior to the kick-off event. Tuition covers program costs, printed material, staff time and in some cases, light food and/or beverages. Tuition is non-refundable, in whole or in

part, in the event that applicants fails to complete the program due to non-attendance or for other reasons.

## APPLICANT'S COMMITMENT

To graduate, a participant is expected to attend sessions and collect a total of 7 points. Classes are generally held the 3rd or 4th Wed of each month from 2-5pm unless otherwise stated. Meeting locations will vary and will be announced prior to the meeting. The tentative schedule is as follows:

<b>POINTS</b>	<b>CLASS</b>	<b>DATE</b>
1	Kick-Off/City of O'Fallon/Shiloh One-on-One	March 29
1	Strengths Based Leadership Assessment/ Art of the Difficult Conversation	April 26
1	Get On the Board!	May 31
0.5	Happy Hour Social	June 21
1	Service Opportunity	July/TBD
1	Civic Leadership	Aug 30
1	Public Safety/Critical Thinking	Sept 27
1	Education/School Board	Oct 25
1	That's a Wrap/Graduation	Nov 15

"Going the extra mile" points are available (0.25 credits each) for attending City of O'Fallon Council meetings, committee meetings, Village of Shiloh Trustee Meetings, School Board meetings or volunteering at Chamber events and are intended to be used to make up points in the rare event that a participant misses a meeting.

I understand the purposes of the Lead In program and I understand that all candidates who apply are not selected. If I am selected, I will devote the time and resources necessary to participate fully and to complete the program. I further understand that even though emergencies do arise, any participant who has not met the minimum attendance requirements, for whatever reason, may be dropped from the program with no tuition refunded. I understand the above commitments and agree that, in signing this application, I am bound by them.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employer's name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Employer's commitment: (If applicable)

This applicant has the approval and full support of this organization to participate in the Lead In program.

Employer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**APPLICATION PACKAGE SHOULD BE RETURNED NO LATER THAN Monday, March 13th**  
to: O'Fallon Shiloh Chamber of Commerce, Attn: Lead In, PO Box 371, O'Fallon, IL 62269  
or emailed to events@ofallonchamber.com

## APPLICATION

Name: \_\_\_\_\_  
(First) (MI) (Last)

Preferred Name: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_

Race/Ethnicity: \_\_\_\_\_ Preferred Phone: \_\_\_\_\_ cell/  
home/work

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

Emergency Contact: \_\_\_\_\_ Contact #: \_\_\_\_\_

Home Mailing Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

## BUSINESS

Present Employer: \_\_\_\_\_ Hire Date: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Type of Business: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Are you a graduate of another community leadership program? Y / N

If Y, which one and when: \_\_\_\_\_

## EMPLOYMENT HISTORY

Briefly describe your current employment responsibilities:

List previous employment within the last five years (include active duty military):

<b>Employer</b>	<b>Title/Responsibility</b>	<b>From/To</b>
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## **SIGNIFICANT COMMUNITY INVOLVEMENT**

List significant community, school, civic, religious, political, governmental, social or athletic or any other areas of involvement within the last five years.

<b>Organization</b>	<b>Position(s) held</b>
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If you have any, we would like to know of any awards or special recognition within the last five years. Please list them here.

In what kinds of volunteer activities would you like to become involved in the future?

And finally, please explain what you expect to gain from participation in the Lead In program. Feel free to include what skills or talents you offer and how being a Lead In participant could impact you.

*(Feel free to submit responses on a separate sheet to allow for more space)*



February 21, 2017

Debbie Arell-Martinez  
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## **Leadership Institute (Lead In) Forms in O'Fallon-Shiloh**

**O'FALLON-SHILOH** - The O'Fallon-Shiloh Chamber of Commerce is proud to announce the development of the Leadership Institute, or Lead In, as part of our Young Professionals Group. Lead In is an experiential leadership development program designed to attract and retain an educated population of young professionals and leaders by equipping them with skills necessary to propel them to the next level of leadership through interaction with community decision-makers.

The program will expose participants to critical community issues that enhance each members' understanding of assets and resources within the community, potential solutions to problems and strategies for becoming more involved. This includes providing access and interaction with public servants and community and business leaders from all areas of development to experience hands-on learning and expanding participants' understanding of people and beliefs that may be different than their own.

Emerging leaders between the ages of 21 and 40 who desire to become more informed and engaged in our community are encouraged to apply. Program size is intentionally limited to 20 participants and applications are due by March 13. The program runs late March through mid-November with members meeting the 3rd or 4th Wednesday of the month for several hours. See the application for specific dates and program details.

Lead In is open to both Chamber members and a limited number of non-Chamber members. There is a \$99 registration fee.

Visit the Chamber's website, [www.OFallonChamber.com](http://www.OFallonChamber.com), to download the application and review more curriculum details.

### **About the O'Fallon-Shiloh Chamber of Commerce**

The O'Fallon-Shiloh Chamber of Commerce is a nonprofit business membership organization made up of 600+ members representing the local communities as well as the Metro East. The Chamber has represented the interests of the local business community since 1946.