



APPLICATION

Due: September 2, 2011

Building Community Leadership

23 years

2011-2012 HUTCHINSON LEADERSHIP INSTITUTE

Over the last 23 years, the Hutchinson Leadership Institute has had the great privilege of providing community information and leadership training to over 500 graduates. As each year passes, the program undergoes format and curriculum changes in an effort to improve the quality of the experience.

The Hutchinson Leadership Institute is a comprehensive program designed to build community leaders. Through classroom experiences, hands-on activities, and a variety of assessment tools, the Institute provides participants with the incredible opportunity to turn knowledge into action! Participation in this program will allow you to:

- *sharpen your leadership skills*
- *increase your awareness of local issues*
- *network with other community leaders*
- *create meaningful outcomes*

WHO SHOULD PARTICIPATE IN THE HUTCHINSON LEADERSHIP INSTITUTE?

This program is valuable for those striving to:

- ◆ Improve and acquire new leadership perspectives and competencies
- ◆ Seek a better understanding of the fabric of the Hutchinson area community
- ◆ Become familiar with the countless opportunities available for involvement
- ◆ Engage in positive networking and a broader exchange of ideas

<p>September 22, 2011</p> <p><i>Personal Leadership</i></p> <p>Overview of the program and its goals and requirements. Participants will gain an understanding of the role personality, assertiveness and self esteem can play in interpersonal relationships and leadership interactions</p>	<p>September 23, 2011</p> <p><i>Team Leadership</i></p> <p>Participants learn about team development, dynamics, and working together towards a common goal through an interactive workshop and participation in an exciting team challenge course.</p>	<p>October 19, 2011</p> <p><i>Civic Leadership</i></p> <p>Community understanding and involvement are key to development as a civic leader. Participants will learn about Hutchinson's dynamic history and the wide non-profit spectrum that influences the community.</p>	<p>November 16, 2011</p> <p><i>360° View of Hutchinson</i></p> <p>Hutchinson is influenced by a variety of factors. Participants will explore many perspectives on issues affecting the Hutchinson community before examining what should be preserved, what change is inevitable, and what needs to be created.</p>	<p>December 14, 2011</p> <p><i>Leading for Outcomes</i></p> <p>Tying in personality, team dynamics and community perspectives, small groups will be formed and introduced to their community leadership projects. They will learn how to set vision and goals for projects and how to take the first steps to action.</p>
<p>January 18, 2012</p> <p><i>Communication in Leadership</i></p> <p>Participants will learn and practice key concepts and necessary leadership skills that will help them achieve goals and build consensus.</p>	<p>February 15, 2012</p> <p><i>Leadership in a Diverse World</i></p> <p>In an increasingly diverse world, leaders need the understanding and skills to navigate a variety of differences as well as learn how to successfully manage conflict and change.</p>	<p>March 21, 2012</p> <p><i>Political Leadership Day at the Capitol</i></p> <p>Experience first-hand the legislative process and engage in thoughtful conversation with local elected representatives.</p> <p><small>* Date for this session is dependent on legislative schedule.</small></p>	<p>April 18, 2012</p> <p><i>Ethics in Leadership</i></p> <p>Defining yourself as a leader requires identifying and understanding personal ethics and how they affect the balance in your personal life along with your leadership obligation.</p>	<p>May 16, 2012</p> <p><i>Community Service Day, Closing Banquet w/Project Presentations</i></p> <p>Participants will provide a day of service work within the community.</p> <p>Small Groups will present the outcomes of their community leadership projects at the annual banquet.</p>

The Hutchinson Area Chamber of Commerce, Convention and Visitors Bureau reserves the right to make any changes to the proposed program outline they deem necessary. Participants and sponsors will be notified by email of any session date changes.

Participant General Information

Class size for the Institute is limited to **30** qualified participants. Participant selection is based on the information included in this application.

Deadline for Application: September 2, 2011 *Please print or type clearly*

Full Name: _____

Preferred Name: _____

Job Title: _____

Business/Organization Name: _____

Business Address: _____

Business Phone: _____

Sponsor Name: _____

It is not required to have a sponsor but is recommended to increase the value of the this experience. If you do not have a sponsor, please leave this line and Form D blank. Thank you.

Your preferred contact information:

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone: _____ Fax: _____

General Questions:

How long have you lived in the Hutchinson Area? _____

How did you hear about the Hutchinson Leadership Institute? _____

Do you have any special dietary needs that we should be aware of? _____

Only names and contact information will be shared with participants on the opening day. All other information on this application will be kept confidential.

The following items must be completed & submitted together for application to the Hutchinson Leadership Institute:

1. **Form A:** Participant General Information Form
2. **Form B:** Goals, Qualities, & Expectation Form
3. **Form C:** Commitment Form
4. **Form D:** Sponsor Form

Deadline: September 2, 2011

Applications can be returned to:

Hutchinson Chamber CVB
2 Main Street South
Hutchinson, MN 55350
Fax: 320-587-4752
bill@explorehutchinson.com

If you have any questions, please feel free to contact:

Bill Corby 320-234-0785 or
bill@explorehutchinson.com

More information available online:

[www.explorehutchinson.com/
leadershipinstitute.html](http://www.explorehutchinson.com/leadershipinstitute.html)

Involvement, Qualities, & Expectations

Involvement

Record any community, civic, religious, political, social, athletic or other activities that you are or have been involved in in the past 5 years:

**Please use and included additional sheets of paper as needed.*

What would you consider to be the top three issues facing the Hutchinson community today?

1. _____
2. _____
3. _____

What would you consider to be three great opportunities the Hutchinson area has to offer?

1. _____
2. _____
3. _____

Qualities

What would you consider to be three Leadership traits you feel you possess?

1. _____ 2. _____ 3. _____

What would you consider to be three strengths you could offer to a team?

1. _____ 2. _____ 3. _____

What are three Leadership traits you wish to develop?

1. _____ 2. _____ 3. _____

Expectations

In general, what do you hope to gain from the Hutchinson Leadership Institute:

**Please use and include additional sheets of paper as needed.*

Your responses will be kept confidential

Acceptance

You will be notified by September 9 if your application has been accepted for participation in the 2011-2012 Hutchinson Leadership Institute.

Acceptance into the program will be based on the information provided in your application.

Need More Information?

For more information about the Leadership Institute curriculum, please feel free to contact the Hutchinson Area Chamber of Commerce, Convention & Visitors Bureau at 320-587-5252.

You can also speak with a member of the Hutchinson Leadership Institute Design Team:

Jay Bartholomew	320-587-1586
Bill Corby	320-234-0785
Karen Grasmon	320-587-4848
Renee Hantge	320-587-2950
Curtis Hughes	320-234-1262
Steve Kropp	320-848-6285
Angie Ladwig	320-587-4044
Kelly Roberts	320-587-2128
Molly Wallace	320-234-1501

Commitment Statement

Attendance

The Hutchinson Leadership Institute meets on a monthly basis from September through May. Generally, the sessions are held on the third Thursday of each month, from 8:30 am-4:00 pm. This program thrives on group participation and the unique perspective offered by each student. In light of this, participants are expected to attend all sessions. Please carefully consider your availability to meet on the dates outlined for the program.

Participants that miss more than 2 or more of the 10 sessions, will not be eligible to receive a participation certificate.

Please make efforts to notify the Hutchinson Chamber CVB office if you will not be available to meet on a specified session date.

Community Projects

In addition to the monthly sessions, you will be asked to commit your time to a small group community project. The level of this project time commitment will be determined by a consensus of the members in your small group. There will be time allowed during monthly sessions for some group project discussions. Participation in small group meetings is expected.

Tuition

Tuition for the nine-month Hutchinson Leadership Institute program is **\$500** for Hutchinson Chamber CVB members. All tuition must be **paid in full by September 21, 2011**. Tuition covers all program costs, including workshops, materials, meals, & out-of-town transportation. **Tuition is non-refundable once program begins.**

Scholarships

Limited program scholarships may be available for approved candidates that demonstrate a clear need for tuition assistance. If accepted into the Hutchinson Leadership Institute, do you wish to apply for tuition assistance? Yes _____ No _____
If yes, you will be provided with an application for a scholarship.

Personal Commitment

I have read the Hutchinson Leadership Institute materials and have made appropriate arrangements for program time commitments. I agree to participate in all program sessions.

Name of Applicant (please print): _____

Signed: _____ Date: _____

Payment Information

Invoice Business (Chamber members only)

Check

Credit Card (Visa or MC) CC # _____ Expiration Date: _____

Signed: _____

Sponsor Form

**if you do not have a sponsor, please leave this form blank

We thank you for your willingness to support a participant in the Hutchinson Leadership Institute. Your role as a sponsor is vital to the success of this program.

Sponsor Name: _____

Business/Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone: _____ Fax: _____

Expectations:

Why do feel your participant would be a good candidate for the Hutchinson Leadership Institute?

**Please use and included additional sheets of paper as needed.*

What do you hope your participant will gain from participating in the Leadership Institute?

**Please use and include additional sheets of paper as needed.*

Sponsor Commitment

I have discussed with the participant the time commitment involved in the Hutchinson Leadership Institute. The participant will be allowed time to attend all sessions, September through May.

Sponsor Signature: _____ Date: _____

Sponsor Details

We highly recommend a sponsor for each participant. Sponsors have an indirect and positive influence on the participants experience.

As a sponsor of a participant in the Hutchinson Leadership Institute, you will receive an email a few days after each monthly session describing the topics that were covered during that session.

Special Invitation

You are invited to join the Hutchinson Leadership Class for their March session at the Minnesota State Capitol. Details will be sent to your email address as the session gets closer.

Save the Dates

We hope you will join us as a participant sponsor for the following special events:

September 22, 2011 ~ 7:30 am
Opening Breakfast

May 16, 2012 ~ 5:30 pm
Closing Banquet & Graduation

You will receive a personal invitation to these events that will detail the event information.