



**JUNIOR LEADERSHIP
GEORGETOWN
APPLICATION PACKET**



JUNIOR LEADERSHIP GEORGETOWN 2018-2019 APPLICATION

Junior Leadership Georgetown is a program created to develop the next generation of Georgetown community leaders. This nine-month program for high school juniors and seniors is designed to strengthen participants' leadership skills, community awareness and involvement. Junior Leadership Georgetown will provide participants with quality, relevant leadership training along with knowledge of community, needs and opportunities. It allows participants to form effective relationships with current, past, and future leaders in the community.

Goals:

- To build leadership skills and encourage civic engagement
- To develop and strengthen leadership skills
- To increase understanding of community needs and opportunities
- To develop community pride
- To motivate students for volunteer activities

Application Fee is \$35.00 and is non-refundable.

FULL LEGAL NAME: _____

NICKNAME OR PRFERRED NAME: _____

PERSONAL INFORMATION

ADDRESS: _____

PHONE: _____ **CELL:** _____

FULL BIRTH DATE: _____ **AGE:** _____

YOUR EMAIL: _____

SCHOOL ATTENDING: _____

WILL YOU BE EMPLOYED DURING PROGRAM? YES_____ NO_____

TOTAL HOURS PER WEEK _____

Food allergies, if any (Attach another sheet if necessary)

Extracurricular activities, if any (Attach another sheet if necessary)

GUARDIAN #1 INFORMATION

NAME: _____

RELATIONSHIP TO STUDENT: _____

CELL: _____ PHONE: _____

EMAIL: _____

GUARDIAN #2 INFORMATION

NAME: _____

RELATIONSHIP TO STUDENT: _____

CELL: _____ PHONE: _____

EMAIL: _____

PROGRAM AWARENESS & PERSONAL GROWTH

Describe your leadership experiences so far.

What are your plans after high school? (Please explain your future goals whether it is work, college, trade school, major, etc.).

Describe your volunteer experiences, if any (Attach another sheet if necessary)

Why do you want to participate in Junior Leadership Georgetown?

What skills do you hope to gain from your participation in the program?

1. _____

2. _____

3. _____

How did you learn about Junior Leadership Georgetown?

Anything else we should know about you?

ADDITIONAL DOCUMENTS

Please include the following with your application.

1. ADDITIONAL SHEETS NEEDED TO ANSWER QUESTIONS
2. PARTICIPANT PROFILE CONSENT FORM

I have reviewed the program schedule and cleared my calendar to participate in the Junior Leadership Georgetown Program. I commit to attending the kickoff retreat, all regular sessions, Fall Carnival, one volunteer activity and the graduation celebration. I have my guardian's support as indicated below and we both have reviewed the Junior Leadership Georgetown Policy and Procedure Document and the Junior Leadership Georgetown Class Schedule. If selected, I will devote the time and resources necessary to complete the Program. Even though emergencies do arise, any participant missing more than four hours, for whatever reason, may be asked to withdraw from the Program. We agree to pay the \$35 non-refundable application fee for the program.

Applicant Signature

Date

Guardian Signature

Date

Applications will be due by August 31 at 5:00 p.m.

Return Application to:

Dana Sanders, Business Manager
Georgetown Chamber of Commerce
1 Chamber Way Georgetown, TX 78627
Dana@GeorgetownChamber.org



PARTICIPANT PROFILE CONSENT FORM

Select from the following options

I hereby grant full permission to Junior Leadership Georgetown and the Georgetown Chamber of Commerce to use my photo and profile information from the Leadership Georgetown application in any publication or advertising materials (printed or electronic). This consent also serves to waive all rights of privacy or compensation which I may have in connection with the use of my photograph or profile information.

Please do not use my photograph in any publication or advertising materials.

Please do not use my profile information from the Junior Leadership Georgetown application in any publication or advertising materials.

FULL LEGAL NAME

ADDRESS

CITY

STATE

ZIP

APPLICANT SIGNATURE

DATE

GUARDIAN SIGNATURE

DATE



Junior Leadership Georgetown
2018-2019
4:30 - 6:45 PM

<u>DATE</u>	<u>SUBJECT</u>	<u>LOCATION</u>
September 15, 2018	What is Leadership?/ Who are you as a Leader?	TBD (9:00 - 1:00)
September 16, 2018	Team Building	ROPES Course (1:00 - 5:00)
October 17, 2018	Leadership in Practice (David Giese)	Georgetown Health Foundation Community Rooms 2423 Williams Drive, Suite 101
October 25, 2018	City of Georgetown Fall Festival for Children 5:00 - 8:30 PM	Georgetown Community Center <i>Required Volunteer Activity</i>
November 14, 2018	Social Services in GT	Caring Place Ride on Center for Kids Williamson Co. Advocacy Center
December 12, 2018	Health Care Day	Georgetown St. David's Hospital
January 16, 2019	Building Developmental Assets Education Day	Boys and Girls Club of GT The Georgetown Project (old Carver Elementary)
February 20, 2019	Juvenile Services	Williamson Co. Juvenile Justice Complex (Inner Loop)
March 13, 2019	Public Safety Note: 4:30- 7:00 PM	Georgetown Public Safety Complex (D.B. Wood Rd)
April 17, 2019	Local Government	Georgetown Public Library (8th Street)
May 8, 2019	Final Speeches and Commitments	Chamber of Commerce Parents will be invited
June 19, 2019	Graduation Ceremony 8:00 - 10 AM	Southwestern University Parents will be invited

JUNIOR LEADERSHIP GEORGETOWN

POLICY AND PROCEDURES

1. PROGRAM STATEMENT OF PURPOSE

Junior Leadership Georgetown is a program created to develop the next generation of Georgetown community leaders. This nine-month program for high school juniors and seniors is designed to strengthen participants' leadership skills, community awareness and involvement. Junior Leadership Georgetown will provide participants with quality, relevant leadership training along with knowledge of community, needs and opportunities. It allows participants to form effective relationships with current, past, and future leaders in the community.

Goals:

- To build leadership skills and encourage civic engagement
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2. GENERAL POLICY

The Junior Leadership Georgetown Committee (the Committee) shall administer the Junior Leadership Georgetown Program within policies and guidelines adopted by the Board of Directors of the Georgetown Chamber of Commerce (Chamber Board). The program will be available to applicants meeting the requirements established by the Committee. Qualified applicants who meet the requirements are selected on a "first come" basis with juniors having priority. The Committee will present the recommended class for Chamber Board approval.

3. **GOVERNING BODY**

- 3.1 The Committee is a closed committee consisting of appointed members that are all graduates of the Leadership Georgetown program, a Chairman (or Co-Chairs), who also serve(s) as the Junior Leadership Georgetown Chairman; the Chamber's President is a non-voting Committee member.
- 3.2 The Chairman is recommended by the Chamber's Board Chair with the approval of the Chamber Board of Directors.
- 3.3 All Committee terms are 1 year and will expire on June 30th.
- 3.4 The Committee will meet, as needed, to (1) select class members, (2) coordinate sessions, (3) to review the program and its policies, and (4) may meet additionally as deemed necessary by the Committee Chairman.
- 3.5 The Committee members will serve as session coordinators throughout the curriculum year.

4. **APPLICANT QUALIFICATIONS**

- 4.1. Reside within Georgetown ISD boundaries regardless of school attending, OR be attending a Georgetown ISD High School OR have a physical address in Georgetown, TX.
- 4.2. Be classified as a junior or senior for the upcoming school year.
- 4.3. Must have guardian approval and support to attend 4:30pm – 6:45pm monthly sessions generally held the third Wednesday from October to May.
- 4.4. Must attend kickoff retreat (½ day Saturday and ½ day Sunday).
- 4.5. Must have transportation to and from activities.

5. **APPLICATION POLICY/PROCEDURES**

- 5.1 The Committee shall announce the enrollment period by (1) news release to the media and (2) on the Junior Leadership Georgetown page of the Chamber website. The news release shall clearly set forth the dates that applications will be accepted and the deadline. The annual deadline will typically be announced and publicized by the Committee at least two months prior to the deadline.
- 5.2 Applicants for the Junior Leadership Georgetown Program must apply in writing on the written application form. The forms will be available (1) at the Georgetown Chamber of Commerce Office at 1 Chamber Way, Georgetown, Texas, and (2) on-line at <http://www.georgetownchamber.org/>.
- 5.3 Applications must be completed in full, in order to be considered. Applications will not be accepted after the deadline unless the deadline is extended by the Chamber of Commerce.
- 5.4 Applicants should verify that they are available for all the scheduled Junior Leadership Georgetown sessions and activities prior to applying.
- 5.5 If a conflict with the Junior Leadership Georgetown calendar should arise after the application is submitted, applicant should immediately contact the Chamber.

6. **SELECTION PROCESS**

- 6.1 The Chamber Business Manager shall maintain a log to register the receipt of each application. The log will contain a registration number. Applications will be registered in sequence, to identify the date and time received to establish the exact order in which they are received.
- 6.2 The Committee will review the applications for completion and verify their qualifications for participation in the program.
- 6.3 The class will be capped at 30 qualified applicants. Juniors will have

priority over seniors.

- 6.4 A qualified applicant that is number 31 or higher will be carried forward to the next year's class and will be registered in sequential order prior to the numbering of any new applications. The applicant will still have to meet the applicant qualifications. These applicants will be notified in writing of their status, and they will be contacted before the issuing of applications for the next program year to confirm his/her desire to participate. They will also be notified of any amendments affecting their status, additions to the application, or changes in programming, tuition, time involvement, or additional requirements for participation. The applicant must comply with any changes.
- 6.5 A recommendation of the proposed class will be made by the Committee and will go to the Chamber Board for approval.
- 6.6 Applicants selected and approved for the class, as well as applicants not selected, will be notified in writing.
- 6.7 The Chamber Board will have the final determination and approval of the Junior Leadership Georgetown class. This includes the right to determine if an applicant qualifies or is not representative of the Junior Leadership Georgetown program.

7. **PROGRAM POLICIES**

- 7.1 Participants are required to attend all class sessions. Only four (4) hours of regular monthly sessions may be missed without penalty or make-up. Absences exceeding four (4) hours must be made up in a manner established and approved by the Junior Leadership Georgetown Committee in order to graduate.
- 7.2 Attendance at the Kickoff Retreat is mandatory.
- 7.3 Any participant whose absences exceed these allowances may be asked to withdraw from the program without any portion of the tuition being refunded. This will require Chamber Board approval.

- 7.4 Participants are expected to attend monthly sessions in their entirety and perform the requirements per Junior Leadership Georgetown policy and procedures in order to graduate.
- 7.5 Participants must notify the Chairman if they will need to miss part of a day or will need to leave early.
- 7.6 The Chamber Board has the final decision on a participant's graduation status.
- 7.7 Participants are required to participate in the Fall Carnival (October) and at least one other Junior Leadership Georgetown volunteer activity.
- 7.8 Failure to meet the listed requirements may result in failure to graduate, at the discretion of the Junior Leadership Georgetown Committee and the Chamber Board.

8. **AMENDMENTS**

The Committee reserves the right to amend these policies and procedures at any time with the approval of the Chamber Board.

(Revised 06.16.18)

Approved by JLG Committee: 06-16-18

Approved by Chamber Board: 06-25-18