



## Leadership Mendocino Information & Application Form

### PROGRAM PURPOSE AND DESCRIPTION

Thank you for your interest in Leadership Mendocino. If selected to participate in the program, you will have the opportunity to work with and learn from other members of the community for the benefit of Mendocino County.

Leadership Mendocino is a program of North Coast Opportunities. Leadership Mendocino seeks to strengthen our communities by developing a diverse group of people who will get involved and make a difference.

### PROGRAM OBJECTIVES

The Leadership Mendocino program has identified a specific set of objectives that it believes supports its mission. The objectives are to:

- Systematically inform, challenge and educate participants regarding the opportunities, issues and needs of the community, as well as the dynamics of local social and economic change.
- Create dialogue and rapport among the participants and existing community leadership to stimulate conversation from a variety of viewpoints.
- Develop a spirit of commitment to the community that will shape the future of Mendocino County.
- Assist in identifying individual and organizational opportunities for community involvement and networking opportunities.

### PARTICIPATION EXPECTATIONS & REQUIREMENTS

Participation in Leadership Mendocino includes:

#### **Year One:**

- Mandatory attendance at:
  - The overnight Class Retreat in September, all Friday, completed by lunch on Saturday
  - A minimum of six of the regular one-day class sessions
- A commitment to do a class project involving community leadership in Mendocino County (May be completed in the year following your class year.)
- In order to receive credit for attending a day, participants must arrive on time and stay for the full program.
- A class member who misses more than two class days may not graduate but may make up the missed classes within 12 months and graduate with the next class.

#### **Year Two:**

- A commitment to support the Leadership Mendocino program as a Coordinator/Planner for a class day or an Alumni Association event; as a Steering Committee Member; or in other such capacities offered by the Program Director.
- Complete your class project if not finished in the first year.

## **SELECTION CRITERIA**

Participant selection will be based upon the completed application and a zoom interview. Priority will be given to applicants who:

- Live in Mendocino County, or work in Mendocino County if they live outside the county
- Show a likelihood of being committed to Mendocino County over the next five years
- Demonstrate a high level of interest through personal involvement or a strong desire to become involved with community service on a Board or in another leadership role within Mendocino County
- Demonstrate an ability to make sensible choices when faced with difficult business decisions
- Have full endorsement of employer, if applicable
- Show personal commitment to full participation as set forth above
- Willing to stretch outside their comfort zone.

## **CLASS PROGRAM SCHEDULE**

Leadership Mendocino sessions are held at a variety of locations throughout the County. Participants are expected to attend all scheduled classes. Although the schedule for class days may vary, participants should think of them as a typical work day beginning at 8 a.m. and ending at 5 p.m.

TRAVEL TIME IS ADDITIONAL.

Class day sessions are held once a month on the 2nd Friday. There is a Welcome Reception and Orientation in the evening in August, and a MANDATORY Overnight Retreat on Friday (full day) and Saturday (complete by noon.) See attached class schedule for specific dates. Classes are in-person and often require some walking, and both indoor and outdoor environments.

## **TUITION**

Tuition for each Leadership Mendocino participant is \$1,100. Of the \$1,100 tuition, a personal financial commitment of at least \$100 from each person is required. The balance may be paid by an employer, individual(s), organization(s) or the participant.

A \$200 Application Deposit becomes due upon notification of acceptance into the program. This will be applied to the tuition payment. The remainder of tuition must be paid in full prior to the September retreat. Payment plans are available on request. Checks or cash are accepted, with checks made payable to NCO/Leadership Mendocino.

It is the desire of Leadership Mendocino that no one is denied participation due to financial need. Scholarship applications are available upon request by emailing [hmadrigal@ncoinc.org](mailto:hmadrigal@ncoinc.org).

**Tuition Refund Policy:** If you must withdraw from the Leadership Mendocino program after being notified of your acceptance into the class, please provide written notice to the Program Director. Refunds will be paid as follows:

- Notice made prior to August 31, of the program year– Full tuition refund less \$50 administrative fee
- Notice made prior to September 29, of the program year– Full tuition refund less \$200 deposit
- Notice made between the end of September and the end of November – 50% tuition refund
- Notice made on or after November – No refund



# Leadership Mendocino Application Form



*This application weighs heavily in the selection of participants for interviews. Please respond to each question to the best of your ability.*

## **APPLICANT INFORMATION**

Name \_\_\_\_\_  
(Last) (First) (Nickname)

Mailing Address \_\_\_\_\_  
(Street/PO Box, City, Zip)

### **Preferred Contact Information** (Please circle type where appropriate):

Phone: \_\_\_\_\_ (Work / Home / Cell) Alt Phone: \_\_\_\_\_

Primary Email: \_\_\_\_\_ (Personal / Work)

Alt. Email: \_\_\_\_\_

### **Current Employer/Business Affiliation**

Business Name \_\_\_\_\_ Date Started \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (Zip)

Type of Business \_\_\_\_\_ Years in current position \_\_\_\_\_

Title & Primary Responsibilities \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### **Previous Employment / Affiliation (most recent first)**

Employer \_\_\_\_\_ Title \_\_\_\_\_ Length of Service \_\_\_\_\_

Employer \_\_\_\_\_ Title \_\_\_\_\_ Length of Service \_\_\_\_\_

What do you consider to be your most noteworthy work achievement? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### **Education/Training**

Institution/Location

Degree or Certificate

Dates Attended

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**COMMUNITY SERVICE AND INVOLVEMENT**

Name of Organization

Position/Responsibilities

Dates of Service

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On average, how many hours per month do you devote to community service? \_\_\_\_\_

**INTEREST IN LEADERSHIP MENDOCINO**

How did you hear about the program? \_\_\_\_\_  
\_\_\_\_\_

What personal attributes, strengths and/or skills would you bring to a Leadership class? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What do you see yourself doing professionally five years from now? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In your opinion, what are the two most critical issues Mendocino County faces today which you care about personally? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Describe an especially fulfilling activity in which you were recently involved. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**REFERENCES** *(Please provide two references who you feel can vouch for your personal character.)*

Name	Email or USPS Mail Address	Phone
_____	_____	_____
_____	_____	_____

**ETHNICITY** (Optional) \_\_\_\_\_

I have reviewed the Participation Expectations & Requirements and Program Schedule dates for the year and am prepared to participate fully as outlined. I have discussed this information with my employer, as is applicable, and have their support as indicated by my employer’s signature below. I understand that, should I have to withdraw from the program for any reason, there are certain limitations regarding refunds.

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Applicant’s Signature Date

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Employer’s Signature (unless Applicant is self-employed) Date

**To apply for deliver application to:**  
**Program Director, Leadership Mendocino**  
**HMadrigal@NCOinc.org**  
**413 N. State Street, Ukiah, CA 95482**  
**or FAX to: (707) 462-0191**

*Leadership Mendocino strives to ensure that the program’s participants reflect the diversity of Mendocino County. Leadership Mendocino does not discriminate among applicants or participants on the basis of race, ethnicity, color, age, gender, religion, national origin, ancestry, physical disability, medical condition, marital status, veteran status or sexual orientation.*