



Preparing Your Leadership Network Application

To complete the Leadership Network application, you should be prepared to supply the information listed below:

- Contact information (work and home)
- Years in Louisville
- Expected tenure in Louisville
- Organization information (mission; number of full-time staff, part-time staff and volunteers; annual budget; type of nonprofit; service area and relationship to UPS Foundation and PNC Bank)
- Employment information (responsibilities, years in current position and years in nonprofit sector)
- Essay questions:
 - What leadership challenges will your organization face in the next 24 months?
 - As a leader, where do you encounter obstacles?
 - What do you hope to gain from your Leadership Network experience?
 - What leadership or professional development experiences have benefited you and how?
 - Participation in the Leadership Network requires a commitment from you to attend each full-day session for 7 months. This level of commitment may require support from your organization, family or other obligations. The program is only successful when participants are committed to its completion. How are you prepared to ensure your commitment to this program?
- A recommendation from the chair of your board of directors

Once you begin your application online, it must be completed in one session. Only online applications will be accepted. Please be prepared with the time and information you need to complete the application in one sitting. The application will time-out after approximately 20 minutes. We recommend that you prepare your answers to the essay questions in advance. You may compose your responses in Microsoft Word or another application and then copy and paste your responses into the online application.

Photo Upload

Upload a photograph of yourself as part of the application process. The image you upload must be a JPEG file. The maximum allowable file size is 200KB.

If possible, please crop the photo to be a headshot before uploading. Black and white photographs are preferred.

Supporting Documentation

Applications are not considered complete until the following items are received:

- Recommendation from the chair of your board of directors. Please instruct chair to use our Online Recommendation Form.
- A photograph suitable for print and online use. If you do not upload your photo with your application, please email it to Kerri Arnold at karnold@leadershiplouisville.org.
- \$25 non-refundable application fee payable at the end of the application.

No other documents will be considered. **All materials must be submitted to the Leadership Louisville Center no later than 5:00 p.m. Wednesday, August 20.** Applicants will be notified of the selection decisions after Labor Day.

Only completed applications will be considered. It is each applicant's responsibility to submit the application and all supporting documentation to the Leadership Louisville Center by the August 20 deadline.