

So you want to be a future LEADER!

Welcome to Bergen LEADS! You can apply to be a part of the Bergen LEADS Class of 2022 now! In this packet you will find FAQ, tuition information, and what a typical day/year looks like for a Bergen LEADS participant.

You can apply by clicking this link: <https://www.surveymonkey.com/r/W2G6HHV>

Please note that once you fill out your application you can only go in and edit it on the same computer and in the same browser. It is really best to fill in all your answers at one time. With that being said there is a copy of the application attached in this packet as well.

If you get stuck at any time or have more questions that are not listed in the packet please feel free to call or email Debbie Emery at 201-489-9454, ext. 202 or demery@bergenvolunteers.org.

We look forward to receiving your application.

FREQUENTLY ASKED QUESTIONS

What is Bergen LEADS?

Bergen LEADS is a year-long learning and leadership experience for adults who live or work in Bergen County.

Why Bergen LEADS?

In virtually every sector of the economy – business, non-profit, government, education or religious – there is one common worry: Where is the next generation of leaders coming from? Bergen LEADS was developed to help people with some leadership experience – through their job or through community involvement – learn about the complex community that is Bergen County. Bergen LEADS will also help them learn about their own leadership style and develop an expanded capacity for leadership. Bergen LEADS will help graduates of the program learn to apply their new-found knowledge to their employment and to future community involvement with the ultimate goal of making Bergen County a better place in which to live and work.

When does Bergen LEADS take place?

Bergen LEADS begins with a mandatory two-day retreat in September, followed by monthly, day-long seminars through April and a day-and-a-half long closing

retreat in May. The year concludes with a Public Forum and graduation ceremony in June.

Who can participate?

The program is open to any adult who lives or works in Bergen County and has exhibited leadership potential through community activities or in their profession, and who has an interest in strengthening Bergen County. Each class consists of 30 participants from a wide range of backgrounds and experiences.

What do you learn?

The opening retreat introduces participants to Bergen County – demographics, civic involvement, history, immigration, home rule, uneven socio-economic base – and provides participants with insight into their personal leadership style and strengths. Throughout the seminar year, each of six “Issue Days” introduces a different topic – government, healthcare, education, public safety, economic development and the environment – and two “Reflection Days” encourage thoughtful application of what’s been learned. Participants will also delve into their own leadership style and learn to maximize their strengths to become effective leaders. In addition, participants will engage in a class project that provides an opportunity to develop solutions to real issues in the community. Finally, class members will receive guidance in using their Bergen LEADS experience to make Bergen County a better place in which to live and work.

The experiential, highly interactive curriculum is overseen by a team of community leaders, with the input and direction of William “Pat” Schuber, former Bergen County Executive and professor at Fairleigh Dickinson University. Lynne H. Algrant, non-profit and leadership consultant, is responsible for the leadership and trusteeship portions of the program.

Who sponsors Bergen LEADS?

Bergen LEADS is sponsored by Bergen Volunteers, a private 501(c)(3) non-profit corporation.

TUITION & FINANCIAL ASSISTANCE

The tuition fee for Bergen LEADS is \$2,500 per participant. This fee includes all incidental expenses associated with your Bergen LEADS experience, including food on seminar days, seminar materials, and assessment instruments. \$300 is payable upon acceptance to the program. The remainder is due no later than December 31; payment terms may be arranged. Please note payment is non-refundable.

Bergen LEADS is committed to being available to participants from the private sector, non-profit agencies, government organizations, faith-based organizations and community volunteers. We seek participants who represent the rich diversity of Bergen County, ethnically, racially, and socio-economically. We will strive to meet this objective by providing a LIMITED number of need-based scholarships.

Bergen LEADS does expect you to contribute at least \$300 to your experience in the program. It is also our hope that employers and/or sponsoring organizations will support your participation in Bergen LEADS by providing the remaining \$2,200 of the Bergen LEADS tuition fee. If you, your employer or sponsoring organization is not able to provide the remaining tuition, you may apply for financial assistance.

All finalists will be required to complete and submit a Request for Financial Assistance. Applicants who do not require assistance will indicate that on the form; those who are applying for a scholarship will complete the form and submit personal and organizational financial information. These completed forms will remain sealed until the class is chosen; at that time, the requests for financial assistance will be reviewed and scholarships will be awarded based on available funds and need.

The information below is designed to help you better understand how financial assistance decisions will be made at Bergen LEADS.

TYPICAL SEMINAR YEAR

Each year, Bergen LEADS explores a range of topics and their impact on Bergen County. Although monthly, our seminar themes stay constant, the topics we examine are "ripped from the headlines."

Areas of exploration include:

- The role of the Non Profit Sector
- Municipal and County Government
- Healthcare
- Education
- Economic Development
- Law and Public Safety
- The Environment

Woven throughout these topics, we discuss:

- Changing Demographics

- Transportation
- Personal and Community Leadership
- Ethics

Typical Seminar Day

A typical Seminar Day includes a public policy overview, leadership lessons, guest speakers, site visits, time to debrief the day and project time.

| Time | Activity |
|---------------------|--|
| 8:00 a.m. | Arrive at Bergen Community College for welcome and continental breakfast |
| 8:30 am | Overview of the Day by Seminar Director William "Pat" Schuber |
| 9:00 to 11:30 am | Keynote speaker – community leader representing sector that seminar is focusing on Interactive class exercise |
| 11:30 am to 2:30 pm | Lunch Visit host sites to see leadership in action |
| 2:30 to 3:30 | Guest speakers |
| 3:30 to 5:00 | Debrief, Leadership Lesson, Project Time Preview of the next seminar |

Curriculum

The Bergen LEADS curriculum was created by a group of community leaders representing the diversity of sectors found in Bergen County. The program is extremely elastic, enabling us to incorporate current events and cutting edge theory into each day, and is frequently tweaked based on feedback from participants. The entire curriculum is reviewed and revised every five years by a committee of community leaders and educators.

The Bergen LEADS seminar year is organized around six "Issue Days." These topics have been determined to be of critical importance to the residents of Bergen County; a thorough understanding of issues is key to our participants' ability to affect change in their community.

Topics for Issue Days include:

- Government

- Healthcare
- Education
- Economic Development
- Law & Public Safety
- Environment

Participants learn about issues from leaders in the field, site visits and assigned readings.

Class members are encouraged to follow local news and media outlets to stay informed of current events, and to attend meetings of their town council, school board and the Bergen County Freeholders.

A critical component of the curriculum revolves around leadership development. To that end, Bergen LEADS administers the DiSC Profile and Personal Interests, Attitudes and Values™ (PIAV) assessment to each participant. Michele Brown, of Intuition Coaching, meets with the class two times to explain results of the assessments and facilitate strong team function. In 2012, Bergen LEADS added the Positive Leadership curriculum into the seminar year. Based on cutting-edge research and practices, the curriculum presents a fresh approach that combines leadership and personal development.

Class Project

Bergen LEADS has gained a reputation as a “think tank” for challenges facing our County. Each year, the class undertakes a project to achieve several goals, including:

- Give program participants the opportunity to research and apply their knowledge to a real-life community challenge;
- Encourage a fresh perspective on developing strategies to address the challenge; and
- Provide a structured and nurturing environment for effective teamwork.

In June of each year, the graduating class presents their findings and recommendations at a Public Forum. If the results of the class project have the potential for a long-term solution, then Bergen LEADS will seek out an appropriate agency to apply the solution.

Bergen LEADS Class of 2022
Important Dates

| | |
|-----------------------|---|
| May 2021 | Bergen LEADS Interview Day Location – TBD |
| June 23, 2021 | Bergen LEADS Class of 2021 Public Forum & Graduation <i>Bergen LEADS Class of 2021 will be introduced at the Graduation Ceremony.</i> Location – Bergen Community College |
| September 13-14, 2021 | Opening Retreat (Two Day) *Mandatory |
| October 5, 2021 | Seminar Day |
| November 9, 2021 | Seminar Day |
| December 7, 2021 | Seminar Day |
| January 7, 2022 | Reflection Day |
| February 4, 2022 | Seminar Day |
| March 3, 2022 | Seminar Day |
| April 21, 2022 | Seminar Day |
| May 11-12, 2022 | Closing Retreat (Monday 12-5pm, Tuesday 8am-5pm) |
| June 7, 2022 | Public Forum & Graduation |

***All dates subject to change.*

SELECTION PROCESS

The success of Bergen LEADS hinges on recruiting a diverse class whose members represent a variety of backgrounds, opinions and experiences. Bergen LEADS is committed to selecting an outstanding class of individuals who are dedicated to Bergen County and who represent the rich diversity of the County through their work, civic activities and personal qualities.

The Selection Committee is comprised of twelve distinguished leaders from the corporate, non-profit and education sectors in Bergen County.

For the Bergen LEADS Class of 2022 (Seminar Year 2021-2022)

Application

- | | |
|-----------|---|
| 1/31/2021 | Applications available via website https://www.bergenvolunteers.org/civic-leadership |
| 5/14/2021 | Applications are due by 11:45 pm on May 14, 2021. |

| | |
|-------------------------------|---|
| Selection Process May 2021 | Selection Committee members will read and score each application. Up to 45 finalists will be chosen based upon the strength of the elements of the written application. |
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Only finalists selected to be interviewed will be notified via email.

Finalists will be interviewed by panels comprised of one Selection Committee member and two leaders from the community. Interviews will be held from 9 am – 1 pm; candidates should anticipate being available for 90 minutes on this date. INTERVIEWS ARE MANDATORY.

| | |
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| June 2021 | Bergen LEADS Class of 2021 members will be notified by e-mail and US Mail. |
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| 6/23/2021 <i>tentative</i> | Class members will be introduced at a Bergen LEADS Class of 2021 Graduation 6:00 PM. |
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Application for Bergen LEADS

Contact Information

1. Please provide your contact information

First Name

Last Name

Company/ Organization

Title

Birthday (Month/Day)

Email

Cell Phone

Home Address

Home City

Home State

Home Zip

Home Phone

Work Address

Work City

Work State

Work Zip

Work Phone

2. Preferred Contact Number

☐ Home

☐ Cell

☐ Work

3. Preferred Mailing Address

☐ Home

☐ Work

4. Recommendation. We will request a recommendation for Finalists. Please list someone who can speak to your qualifications to participate in Bergen LEADS.

Name

Organization & Title

Email Address

Phone

Short Biography

5. How did you hear about Bergen LEADS

6. Please provide a biography of approximately 200 words

7. What do you aspire to achieve as a result of your participation in Bergen LEADS (100 to 150 words)?

Civic & Community Involvement

8. Please list your involvement in civic and community organizations in order of importance to you - include public office, civic, religious, political, and other activities. (Do not include work-related activity here.)

Organization 1

Position

Dates

Organization 2

Position 2

Dates 2

Organization 3

Position 3

Dates 3

9. List any honors or awards you have received. Please list honoring organization and date

Honor 1

Honor 2

Honor 3

Honor 4

Honor 5

Employment and Education

10. Current Employer or Major Activity

11. Briefly describe your responsibilities (100 to 150 words).

12. Which category best describes your current employer or major activity?

☐ Business/ Industry

☐ Government

☐ Nonprofit

☐ Community Organizer, Neighborhood leader

☐ Other (please specify)

13. Please tell us about your previous employment or other activities.

Previous Employer 1

Title

Dates

Previous Employer 2

Title 2

Dates 2

14. Please tell us about your educational history

Institution

Degree and Subject

Institution 2

Degree and Subject 2

Institution 3

Degree and Subject 3

Personal Leadership

15. Please describe one of your current leadership roles in the community or at work (approximately 100 words).

16. In that role, what do you consider your most significant contribution or achievement (approximately 100 words)?

17. How have you mobilized people to tackle a challenge in your community or at work (approximately 200 words)?

Demographics

These questions are optional, but are extremely important in our ability to see the effectiveness of our outreach efforts.

18. Age

- ☐ 21-30
- ☐ 31-40
- ☐ 41-50
- ☐ 51-60
- ☐ 60+

19. Gender

- ☐ Female
- ☐ Male
- ☐ Other (please specify)

20. First Language

21. Race/ Ethnicity

- ☐ African American
- ☐ Asian American
- ☐ Caucasian
- ☐ Latino (a)
- ☐ Native-American
- ☐ Other (please specify)