

Selection Process

Applicants may be self-sponsored and self-nominated. In addition, community members may nominate individuals with leadership qualities for the Leadership Hilton Head Island-Bluffton annual program.

Criteria for selection includes:

- Evidence of leadership abilities.
- Interest in community affairs.
- Potential to provide leadership to the Hilton Head Island/Bluffton area.
- Commitment to become more involved in the community.
- Desire to expand volunteer involvement

Basic criteria for applicants includes:

- Residency or employment in Southern Beaufort County or Jasper County for at least one year prior to September 1.
- Evidence of current and/or previous commitment to community service.
- Interest in volunteer or public office leadership roles.
- Potential for service within one's own organization.

Applications are available at the Hilton Head Island-Bluffton Chamber of Commerce located at 1 Chamber Drive on Hilton Head Island and at the chamber's Bluffton Office in the Liberty Savings Bank Building in Belfair Towne Center. Applications are also available online at www.hiltonheadisland.org.

For additional information call (843) 341-8369.



LEADERSHIP
HILTON HEAD ISLAND-BLUFFTON



HILTON HEAD ISLAND-BLUFFTON
CHAMBER OF COMMERCE

Leadership Hilton Head Island-Bluffton Overview

The chamber began its Leadership program in 1985. It was designed to cultivate leadership resources within the community by giving participants the opportunity to study and experience the Hilton Head Island/Bluffton communities and the area's history, government, economy, human services and culture.

“The Leadership program not only benefits participants, but the community as well. Graduates enhance their leadership skills and have a positive impact on our community.”

-Bill Miles
Chamber President & CEO
Class of 1993

The program curriculum provides broad-based leadership perspectives to familiarize participants with the area's challenges, opportunities and resources.

It also includes a class initiated community project, which explores current needs and issues first-hand. The class members will also participate in civic and community activities.

Leadership Hilton Head Island-Bluffton Objectives

- *Develop, inform, train and enhance committed potential leaders to understand the issues and needs of our greater community.*
- *Create an environment, which nurtures participant involvement in the greater community through volunteerism, service organizations, board appointments and elected offices.*
- *Create the opportunity for potential leaders to meet, establish rapport and maintain ongoing professional relationships.*

Attendance & Financial Requirements

Attendance Requirements

The program runs from August through May with one class each month, including an overnight weekend retreat and a mid-week overnight trip.

The August orientation, the September retreat and the May trusteeship class are mandatory. Participants can miss no more than two of the other seven classes to graduate the program.

Planned Classes

August-Orientation
September-Retreat
October-Education
November-Regionalism & Diversity
December-Town Government
January-County Government
February-Business & Economic Development
March-State Government
April-Arts & Environment
May-Trusteeship
June-Graduation

Tuition

Current tuition is \$950 and covers all expenses for the program.

It may be paid by the individual, or by a sponsoring business or organization. Each class member must invest at least 10% (\$95) of his or her own money into the tuition payment.

A very limited number of partial and 90% scholarships can be applied for and are available on an as-needed basis.



LEADERSHIP
HILTON HEAD ISLAND-BLUFFTON

CONFIDENTIAL APPLICATION

GENERAL

Applicants should be highly motivated. Their interest and concern for the community should be well demonstrated through roles in school, business or civic affairs. Selection will be based on the applicant's potential and willingness to assume leadership roles in the community.

APPLICATION PROCESS

The selection of the Leadership class is based on a competitive process composed of a written application, which must be completed in this format only, and a personal interview. Applicants must have lived in the area for a minimum of **one year** as of September 1. The written application and three reference forms are due in the Chamber office **no later than Friday, May 22, 2009**. Attached to the application are reference forms the applicant should send to the appropriate persons. ***Members of the Leadership Hilton Head Island-Bluffton Board of Regents, members of the Selection Committee, and Chamber of Commerce staff may not be used as references.*** Interviews will be conducted during the month of June. The Leadership Hilton Head Island-Bluffton Board of Regents will select a class of up to 21 members and will notify applicants of its decision no later than July 15, 2009. Applications and letters of reference should be returned to:

Leadership Hilton Head Island-Bluffton Attn: Anna Cauthen
Hilton Head Island-Bluffton Chamber of Commerce
P.O. Box 5647
Hilton Head Island, SC 29938
Phone: 341-8369; FAX: 785-7110
E-Mail: acauthen@hiltonheadisland.org

PARTICIPATION REQUIREMENTS

Participants and their sponsoring organizations must be willing to commit the necessary time and fully participate in the program. Regular attendance is imperative. Class members are required to attend at least 80% of the scheduled class sessions. **IF YOU MISS ANY PORTION OF A CLASS PROGRAM IT WILL BE COUNTED AS MISSING AN ENTIRE DAY.** A tentative schedule is attached. The Class Orientation (August), Retreat Weekend (September), and Community Trusteeship (May) are **MANDATORY** classes. Class sessions are scheduled for one full day each month. The retreat weekend and State Government Day involve an overnight stay. A tuition fee of \$950 covers all program costs. This is payable by you, your company or, in a very limited number of cases, by need-based partial or 90% scholarships.

IF YOU ARE UNABLE TO MAKE THE NECESSARY TIME COMMITMENT, YOU SHOULD NOT APPLY AT THIS TIME.



LEADERSHIP
HILTON HEAD ISLAND-BLUFFTON

PERSONAL INFORMATION

PLEASE TYPE OR PRINT

Name _____
Last First Middle

Male ____ Female ____ Date of Birth _____

How long have you been a legal resident of Southern Beaufort County/Jasper County? _____
How long have you worked in the above area? _____. **If you have not lived or worked in the area defined for a minimum of one year by 09/01/09 you are not eligible for this year's class.**

Have you ever been convicted of a felony? ____NO ____YES

Home Address _____

Business Address _____

Home Phone _____ Business Phone _____

E-mail _____ FAX _____

Cell/Mobile Phone _____

South Carolina Drivers License Number _____

Name of Employer _____

Have you spoken with your employer concerning applying for this program? _____

Spouse's Name _____

Names and Ages of Children _____

Do you expect to be living and or working in the Hilton Head Island/Bluffton/Okatie/Daufuskie Island area for the next three years? Yes ____ No ____

South Carolina Voter Registration Number _____

What was the last election you voted in? _____

If you need additional space to answer any of the questions, please reference the question number when adding additional information.

I. EDUCATION

Begin with high school; then college(s); business/trade/graduate/professional schools or other specialized training.

Name of School/City	Dates From/To	Major & Degree

Special awards, honors, or other recognition for academic performance, leadership or other achievements during school. _____

II. EMPLOYMENT (please account for all periods including military).

Present Employer _____

Date started _____ Present Title _____

What are your major responsibilities? _____

What are your career goals? _____

Previous Employment (last 5 years only). **If you have not changed employment in the past three years move to the next question.**

Employer	Title/Responsibility

III. PROFESSIONAL MEMBERSHIPS/AWARDS

A. List professional memberships. _____

B. List significant awards or recognition you have received. _____

IV. COMMUNITY ORGANIZATIONS & ACTIVITIES

List any community, civic, religious, social, athletic and other organizations in which you have participated and any positions of responsibility you have held.

Organization	Dates of Participation	Official Position
_____	_____	_____
_____	_____	_____
_____	_____	_____

V. ACCOMPLISHMENTS

What have you accomplished in the activities under Section IV that you consider significant?
List any community awards or recognition you have received.

VI. POTENTIAL RETURN TO COMMUNITY

A. How would the community benefit from your participation in Leadership Hilton Head Island-Bluffton? _____

B. What do you consider your personal community contributions? _____

C. What are your Leadership program goals? _____

D. How much time (outside of work time) are you willing to commit to community service on a monthly basis? _____

VII. COMMUNITY CONCERNS

A. In your judgment, what are the three pressing "areas of concern" facing our community today? Please explain and make any recommendations for approaching and resolving these problems.

1. _____

2. _____

3. _____

B. How did you learn about the Leadership Hilton Head Island-Bluffton program?

VIII. REFERENCES - Only one reference may be from your place of employment. Members of the Chamber of Commerce staff and the Leadership Board of Regents **cannot** provide references. References from local residents are preferred. It is your responsibility to ensure the references are received in the chamber offices prior to the application deadline. You may contact Anna Cauthen at the Chamber to check on the status of the completeness of your application. ***Applications without 3 references will not be considered.***

1. _____
Name Company

2. _____
Name Company

3. _____
Name Company

Please forward an attached reference form to your above references. No more than one of your references can be a business associate. References from local residents are preferred.

YOUR SIGNATURE AFFIRMS THAT ALL INFORMATION IN THIS APPLICATION IS ACCURATE AND CAN BE SUBMITTED TO THE LEADERSHIP HILTON HEAD ISLAND-BLUFFTON PROGRAM FOR CONFIDENTIAL EVALUATION. IT ALSO AFFIRMS YOUR AGREEMENT TO STATED CONDITIONS REGARDING ATTENDANCE REQUIREMENTS, COMMUNITY SERVICE, REQUIRED READING AND FINANCIAL OBLIGATIONS SHOULD YOU BE ACCEPTED.

Signature

Date



LEADERSHIP
HILTON HEAD ISLAND-BLUFFTON

Program Schedule
(Tentative)
2009-2010

August 12 th	CLASS ORIENTATION – Chamber Headquarters MANDATORY
September 11 th & 12 th	RETREAT & CHALLENGE COURSE – MANDATORY*
October 14 th	EDUCATION
November 11 th	DIVERSITY & COMMUNICATION
December 9 th	TOWN GOVERNMENT
January 13 th	COUNTY GOVERNMENT
February 10 th	ECONOMICS/BUSINESS DEVELOPMENT
March 10 th & 11 th	STATE GOVERNMENT*
April 14 th	ARTS & ENVIRONMENT
May 12 th	COMMUNITY TRUSTEESHIP – MANDATORY
June 2 nd	GRADUATION

*indicates program includes an overnight stay

CLASS MEMBERS WILL BE GIVEN A LIST OF COMMUNITY, CIVIC AND SERVICE INFORMATIONAL ACTIVITIES IN WHICH THEY ARE REQUIRED TO PARTICIPATE/ATTEND. THESE ACTIVITIES WILL MAKE THE LEADERSHIP HILTON HEAD ISLAND-BLUFFTON PROGRAM SESSIONS MORE MEANINGFUL (I.E. BEACHWALK, ATTEND TOWN COUNCIL/COUNTY COUNCIL MEETING, ATTEND SCHOOL BOARD MEETING, ETC.)

PLEASE NOTE THAT THIS IS A TENTATIVE SCHEDULE. CLASS DATES ARE GENERALLY PLANNED THE SECOND WEDNESDAY OF EACH MONTH, HOWEVER, THE DATES ARE SUBJECT TO CHANGE BASED ON THE AVAILABILITY OF SPEAKERS AND FACILITIES.



LEADERSHIP
HILTON HEAD ISLAND-BLUFFTON

REFERENCE FORM

_____ has applied to be a member of the 2010 Leadership Hilton Head Island-Bluffton class and has given your name as a reference. Please be specific and candid in your remarks. Your opinions will be treated **CONFIDENTIALLY**. We appreciate your prompt reply so that we may proceed with the application process. **THIS FORM MUST BE RECEIVED BY NO LATER THAN 5:00 P.M. FRIDAY, MAY 22, 2009**, to the following address:

Leadership Hilton Head Island-Bluffton Attn: Anna Cauthen
Hilton Head Island-Bluffton Chamber of Commerce
P.O. Box 5647
Hilton Head Island, SC 29938
Phone: 341-8379 Fax: 785-7110
E-Mail: acauthen@hiltonheadisland.org

The application will not be considered complete without this form. If you are unable to meet the deadline of **May 22, 2009**, for the receipt of this form, please contact the applicant so he/she may secure a reference from someone else.

Thank you for your prompt consideration.

1. Please rank the candidate based on these items using the following scoring system:
(1) poor, (2) good, (3) above average, and (4) outstanding.

Leadership Potential	_____
Community Leadership & Participation	_____
Ability to Plan and Organize	_____
Dependability	_____
Adaptability	_____
Initiative	_____
Creativity	_____
Enthusiasm	_____

2. In what capacity do you know the candidate? _____

3. How long have you known the candidate? _____

4. If this person participates in the Leadership program, do you feel they will provide a meaningful contribution to the community? How?

5. What qualities do you feel the candidate will bring to the program?

6. Other general comments.

Thank you for your cooperation and assistance.

Name (PLEASE PRINT) _____ Signature _____

Date Preferred Telephone Number

E-Mail address _____



LEADERSHIP
HILTON HEAD ISLAND-BLUFFTON

**LEADERSHIP HILTON HEAD ISLAND-BLUFFTON
TUITION AGREEMENT
CLASS OF 2010**

A tuition fee of \$950 covers all program costs. This is payable by you, your company or, in a limited number of cases, by need-based partial or 90% scholarships. A limited number of these scholarships are available. **EACH APPLICANT, HOWEVER, IS RESPONSIBLE FOR PAYING AT LEAST 10% (\$95) FROM HIS/HER OWN PERSONAL FUNDS PRIOR TO THE AUGUST 12th ORIENTATION.**

A Scholarship Application Form is available upon request for completion by applicants requesting financial assistance. **Please contact Anna Cauthen at 843-341-8379 if you wish to apply for a scholarship.** Scholarship applicants are asked to document the need for financial assistance. **Scholarship requests will not affect the selection process, as they are not part of the selection files.**

(Please sign this form whether or not you plan to request scholarship funds.)

Please print name

Signature

Date

Revised April 21, 2009