



## Leadership Essentials Class 2013 Coach Application

**Loyola University and LHC are seeking coaches for the Leadership Essentials Class of 2013. Each Essentials participant will be paired with a coach for the duration of the six-month program. The coach helps set goals, provides feedback, perspective, and encouragement and helps identify new ways of tackling challenging situations.**

### **LEADERSHIP ESSENTIALS PROGRAM OVERVIEW**

Since 1985, nearly 1000 participants have graduated from LHC, thus providing the community with a cadre of leaders committed to meeting society's challenges. Graduates serve over 240 organizations in Howard County, addressing such diverse issues as education, aging, healthcare, the arts and recreation.

**Leadership Essentials** was launched in 2008, and in 2011 LHC and Loyola University Maryland Sellinger School of Business began collaborating on **Leadership Essentials**, a six month leadership development program (January – June) designed for emerging leaders in local organizations and entrepreneurs in the community. Designed to address the critical gap between formal education and the seasoned professional, this program delivers practical skills that growing leaders can apply to today's dynamic business world.

Participants will complete this program with essential competencies for today's multicultural, multi-generational workplace through:

- **Skill Building:** sharpen critical skills necessary for effective leadership in their organization and the community. Participants will enhance their proficiency in leading teams to excellence, building collaborative relationships and networks, navigating organizational change and its subsequent potential for conflict. They will learn the characteristics and requirements to be a results-oriented leader in business and in our community.
- **Coaching:** participate in a relationship that focuses on real-world leadership techniques and challenges. Participants work individually with their coach to explore the participant's role as a leader and apply learning from his/her involvement in Leadership Essentials. Our coaches are established leaders in local business and community organizations and many are graduates of Leadership Howard County.
- **Community Service Projects:** contribute to a team based short-term community service project. Participants will build relationships, learn from peers, and acquire first-hand experience making a difference in Howard County.

### **COACH QUALIFICATIONS**

Coaches are: self-aware; able to reflectively listen; provide consultative guidance; make personal connections easily; able to see possibilities in others; committed to the participant's growth and development and; have the time to fully meet the needs/requirements of the program.

At minimum applicants should have ten years of experience in a leadership role and some experience in a coaching role. This experience can be formal or informal and in areas like volunteer organizations, committees, religious groups, or in the professional work environment. Work or experience in a related field such as counseling, teaching or a helping profession is helpful but not required.

## **TRAINING**

Training will be provided to all coaches. These workshops are valuable opportunities to engage with other coaches and learn from our facilitator, Betty Noble. Betty is a certified New Ventures West Integral Coach and Director of the Coaching Program and the Center for Entrepreneurship at Howard Community College.

*\*Coaches are expected to attend all training sessions.*

## **EXPECTATIONS OF COACHES:**

- Participate in the 3-4 training sessions, scheduled between December 2012 and June 2013. (Specific training dates will be available no later than December 1, 2012.)
- Attend the Leadership Essentials Class of 2013 Orientation/Kick Off. At this session, coaches will meet their participant. (December 13, 2012 from 4-6 pm)
- Attend a briefing on topics and instruments to be used in the Essentials program. This includes: The Conscious Leadership Model, 360 feedback, Strength Deployment Inventory and the leadership development plan (January 24, 2013).
- Conduct *two* monthly face-to-face sessions with assigned participant at a minimum of one hour each, with email & phone follow up as necessary (January-June 2013).
- Support the participant in the creation of a leadership development plan based on assessments, learning from the program and the participant's interests and skills.
- Attend Leadership Howard County's Annual Dinner/Essentials Graduation (June 13, 2013 at 6 pm). There is no charge for coaches to attend this event.

## **SELECTION PROCESS**

**Applications are due by October 15, 2012.** All applications will be reviewed by members of the coaching committee. Once an application is approved, an interview with the committee will be arranged. Coaches will be selected based on their application, qualifications, experience and interview. All interviews will take place in October at a location to be determined.

Coaches will be notified of selection decisions during the week of November 15, 2012.

## Leadership Essentials 2013 Coach Application

### PART 1 - PERSONAL DATA

<b>Name:</b>	
<b>Address:</b>	
<b>Phone Numbers:</b> (Please note best way to reach you)	Work: _____ Cell: _____ Home: _____
<b>Email:</b> (Please indicate preferred)	Work: _____ Personal: _____
<b>Occupation:</b>	
<b>Employer Information</b>	Employer Name: _____ Address: _____
<b>Education and/or Certifications:</b>	

***Part II – provide the answers to the following questions on a separate sheet and submit along with Part I. Answers should be printed on only one side of the paper, using a standard font, sized at 12 point.  
A maximum of two pages may be submitted for this portion, exclusive of your resume.***

1. Describe your leadership experience.
2. Describe your experience as a coach.
3. Explain why you would like to be a coach in this program.
4. Are you a Leadership Howard County Graduate? If so, what year did you graduate?
5. Submit other relevant documents, such as a profile or resume.

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**E-mail to:**

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**Lori Fuchs, LE Coaching Committee**