



## 2019-20 Junior Leadership Academy

The Junior Leadership Academy (JLA) was created by the Fort Smith Regional Chamber of Commerce and is supported by the Fort Smith regional business community. JLA is a program offered to high school juniors who desire the opportunity to learn more about the Fort Smith Region and the opportunities available in our city. You will meet community leaders from area businesses, government agencies, and civic organizations. You will be introduced into an environment designed to enhance and develop your leadership skills which will benefit you throughout the rest of your life.

### Eligibility/Selection Criteria

Applicants must:

- Attend a Sebastian County High School -- you will apply as a Sophomore and complete the 20
- Demonstrate leadership and/or desire to gain strong leadership skills
- A desire to improve his/her school and community
- Have an interest in furthering his/her knowledge about Fort Smith and community leadership
- Commit to **FULL PARTICIPATION** in the Junior Leadership Academy program
- Pay the \$25.00 Program Fee. The remaining \$250.00 will be paid by local area businesses that are committed to sponsoring a student.

The JLA selection committee will be the Fort Smith Regional Chamber of Commerce Education Committee. There will be approximately 30 applicants selected for the class. Committee representatives maintain an active role during the duration of the program.

Applications will be thoroughly reviewed. Selection criteria include:

- Commitment to personal growth and desire to be successful.
- Commitment and motivation to serve the community through volunteer work
- Personal commitment to improving the community environment to favorably impact the development and quality of the community
- Strength of recommendations
- Essay – briefly tell about yourself and what drives you to want to participate in this program
- Interview – each applicant will be interviewed by a member of the Education Committee
- GPA of at least 2.0
- Reliable attendance history in school

The Junior Leadership Academy is looking for a very diverse class. Every student is encouraged to apply!

**\*Students will apply as Sophomores to participate as Juniors\***

## Application Instructions

The Fort Smith Regional Chamber of Commerce thanks you for applying to the Junior Leadership Academy. In order for us to process your application, we ask that you complete the application according to the following instructions:

- **Before completing the application, check the program dates for JLA and ensure that you can attend ALL sessions.**
- If you fill out a paper application, please type or print neatly in black or blue ink.
- If you require additional pages, please label each additional page.
- Please note that **both** the applicant and a parent/guardian must sign the attendance policy and the Program Consent Form.
- Applications are confidential and will only be viewed by the Director of the program and the Selection Committee.

**Applications, Essay, Recommendation Letters, and all signatures are due by 3:30 p.m. on February 8, 2019.**

***Incomplete applications will not be accepted.***

Applications can be:

- Completed online: [www.fortsmithchamber.com/jla](http://www.fortsmithchamber.com/jla)
- Emailed to [fschamberleadership@gmail.com](mailto:fschamberleadership@gmail.com)
- Mailed or delivered to:  
Fort Smith Regional Chamber of Commerce  
Attention: Susan Krafft  
612 Garrison Avenue  
Fort Smith, AR 72901  
(If mailed, must be received by deadline)
- Turned into your school office by 3:30 p.m. on February 8, 2019

**Late applications will not be accepted.**

After all application materials have been reviewed, students will be notified if they have been selected to interview with the committee. Interviews will be tentatively held March 4 – March 15, 2019. These dates are subject to change based on school schedules. Times and locations will be announced as they are determined.

After the interviews have been completed, individual acceptance letters for those selected to JLA will be delivered to schools by April 5<sup>th</sup>, 2019. Class list will be announced through the Fort Smith Regional Chamber of Commerce social media and website as well. The official announcement to the public will be made at the New Class Reception/Orientation on May 1, 2019. **YOU MUST ACCEPT YOUR POSITION IN THE CLASS BY APRIL 18, 2019 OR YOUR POSITION IN THE CLASS WILL BE FORFEITED TO AN ALTERNATE.**

## Essay

Please write a short essay describing yourself and why you think you would be a good candidate for this program. Let us know what is important to you and what you hope to get out of JLA. What motivates you to participate? Your essay should be no more than 500 words. **Please attach your signed essay to this application.**

## Recommendations

Please provide two letters of recommendation from two adult individuals who know you well. Recommendations should be from a teacher, coach, principal, counselor, etc. The letters should come directly from the person you have asked to write them; they can be emailed to [fschamberleadership@gmail.com](mailto:fschamberleadership@gmail.com), mailed to the Chamber of Commerce, or turned in to the school office.

Please type or complete neatly with a blue/black pen:

**Personal Information**

Full Name: \_\_\_\_\_

Preferred Name for Name Tag: \_\_\_\_\_

Home Address #1: \_\_\_\_\_

Home Address #2: \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Relationship: \_\_\_\_\_

Emergency Contact(s) Phone: \_\_\_\_\_

Email Address (participant): \_\_\_\_\_

Email Address (parent/s): \_\_\_\_\_

Gender: \_\_\_\_\_ T-shirt Size: \_\_\_\_\_

Allergies: \_\_\_\_\_

Any Other Special Considerations:

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

## School Information

Name of School: \_\_\_\_\_

Name of Counselor: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of School Principal: \_\_\_\_\_

*If you have a high school resume, you may include it with your application.*

## **Organizations and Activities**

Please list any school, volunteer, social, athletic, or other activities/organizations/programs in which you have participated within the last 3-4 years.

**Activity/Organization/Program---Grade in School---Leadership---Responsibility/Involvement**

## **Special Awards/Honors/Recognitions**

List any special awards, honors or recognitions for academic, school, or community related activities you have received.

## **Employment**

Are you currently employed?

Yes \_\_\_\_\_ or NO \_\_\_\_\_

How many hours/week do you work?

\_\_\_\_\_

If you do work, what is the name of the employer?

\_\_\_\_\_

Briefly tell us about your job:

## **Student Signature**

By signing below, I agree that should I be selected to participate in the Junior Leadership Academy, I will attend the retreat in full, all program sessions in full, and end of program activities. I have read and understand the attendance policy.

I hereby certify that the information in this application is complete and accurate to the best of my knowledge. I hereby give my permission for the information on this application to be shared with my school representatives and the JLA/Chamber Education Committee.

Applicant's signature: \_\_\_\_\_

Date: \_\_\_\_\_

**ALL APPLICATIONS ARE CONFIDENTIAL**

## Attendance Policy

Your attendance and active participation in the Junior Leadership Academy monthly sessions are essential to the success of the program. The sessions will be held at locations throughout the community on Wednesdays from 8:00 a.m. – 4:00 p.m. **YOU ARE EXPECTED TO ATTEND ALL OF THE SESSIONS, IN ADDITION TO THE RETREAT** AND ANY PROGRAM ACTIVITIES. IF FOR ANY REASON YOU FEEL THAT YOU WILL BE UNABLE TO MEET THIS EXPECTATION DUE TO PARTICIPATION IN ATHLETICS, BAND, CHOIR, CHEER, DANCE, WORK, ETC. THEN YOU MAY NEED TO RECONSIDER YOUR DECISION TO APPLY FOR THE JUNIOR LEADERSHIP ACADEMY. If you have a personal emergency that requires you to miss a Junior Leadership session, you must contact the Junior Leadership Director immediately. The Junior Leadership Academy is designed to be a component of your school responsibilities, as such, we are required to notify your school of any absences. Any unexcused absences may disqualify your continuation in the program.

PLEASE REMEMBER THAT THE JUNIOR LEADERSHIP ACADEMY IS A VERY COMPETITIVE PROGRAM. WE UNDERSTAND THAT YOU WANT TO BE INVOLVED IN MANY ACTIVITIES AND HAVE MANY OPPORTUNITIES TO CHOOSE FROM; THIS WILL BE YOUR CHOICE. HOWEVER, YOUR PARTICIPATION IS REQUIRED FOR THE ENTIRE SUMMER RETREAT. IF YOU HAVE OTHER CAMPS, A FAMILY VACATION, ATHLETIC PRACTICE OR ANY OTHER ACTIVITY THAT CONFLICTS WITH THE RETREAT THAT CAUSES YOU TO MISS THE RETREAT OR ANY PORTION OF THE RETREAT, YOU WILL NOT BE ELIGIBLE TO CONTINUE THE PROGRAM.

PLEASE NOTIFY THE JUNIOR LEADERSHIP ACADEMY DIRECTOR ASAP IF YOU LEARN THAT YOU WILL BE UNABLE TO PARTICIPATE IN THE RETREAT AND THEREFORE BE INELIGIBLE TO CONTINUE IN THE PROGRAM. AN ALTERNATE APPLICANT WILL BE INVITED TO PARTICIPATE IN YOUR PLACE.

Parents and Applicants, please sign here that you understand the paragraphs above concerning attendance.

Applicant Signature \_\_\_\_\_



## **Program Consent Form**

Please read the following statements. All signatures must be complete in order for your application to be processed.

1. If selected, all JLA participants are expected to be an active participant of this program.
2. I have checked the dates on the Program Agenda before submitting my application and understand the attendance requirement.
3. During Junior Leadership Academy, photographs and/or videos will be taken. I consent to the use of the applicant's photograph/image in any literature or media, including social media, involved with Junior Leadership Academy.
4. Students are responsible for their own transportation to and from the program day site. JLA will provide transportation during each program session, if applicable. All students are required to utilize that transportation unless otherwise notified. If any student should require alternative transportation, the request should be made prior to the program day and must be approved by the Junior Leadership director.
5. A \$25.00 Program Fee will be required of all participants. The fee is due prior to the Opening Retreat.
6. Parents and participants are required to attend a one-hour **PARENT ORIENTATION** that will happen at the **NEW CLASS RECEPTION**. At least one parent or guardian must attend.
7. Students must follow appropriate dress code for each session as instructed by the Director of Junior Leadership Academy.
8. A student may be dismissed from the JLA program if a significant behavior issue arises.
9. A no cell phone policy will be instated during class sessions unless on scheduled breaks.

Please Print Name of Applicant: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please Print Name of Parent/Guardian: \_\_\_\_\_

Parent's/Guardian's Signature: \_\_\_\_\_

Parent/Guardian Phone: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

## Application Checklist

- √ Completed application with required signatures
- √ Completed essay with your signature (essay submitted as an attachment to application)
- √ Two letters of recommendation
- √ Attendance Policy signed by parent/guardian and applicant
- √ Program Consent Form signed by parent/guardian and applicant

## **Schedule 2019 - 2020**

- **New Class Reception & Orientation with Students and Parents**

Thursday, May 9 2019

6:00 p.m. – 7:30 p.m.

Location: TBD

- **Opening Retreat**

Friday, August 2, 2019

5:00 – 9:00 p.m.

Saturday, August 3, 2019

8:00 a.m. – 4:00 p.m.

Location: Fort Smith Regional Chamber of Commerce

- **Innovators in Our Community**

Wednesday, September 4, 2019

8:00 a.m. – 4:00 p.m.

- **Career Opportunities**

Wednesday, October 2, 2019

8:00 a.m. – 4:00 p.m.

- **Healthcare**

Wednesday, November 6, 2019

8:00 a.m. – 4:00 p.m.

- **Public Service**

Wednesday, December 4, 2019

8:00 a.m. – 4:00 p.m.

- **Higher Education/Vocational/Technical Education**

Wednesday, January 15, 2020

8:00 a.m. – 4:00 p.m.

- **Closing Session**

Saturday, February 8, 2020

9:00 a.m. – 4:00 p.m.

- **Commencement**

Thursday, March 5, 2020

Location: TBD

## **Junior Leadership Academy Contact Information**

Fort Smith Regional Chamber of Commerce  
612 Garrison Avenue  
Fort Smith, AR 72901  
479-783-3111

JLA Program Director  
Susan Krafft  
479-783-3111  
skrafft@fortsmithchamber.com

Tim Allen, President & CEO  
479-783-3111

### **Follow us on Social Media!**



*Instagram*

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