



FUTURE EXECUTIVE DIRECTORS FELLOWSHIP APPLICATION

The Nonprofit Roundtable is committed to helping develop a pool of motivated, well-trained professionals to take on the challenge of community-based nonprofit executive leadership. We envision that the **Future Executive Directors Fellowship** will help bridge the nonprofit leadership gaps in the region by building a community of strong emerging leaders who are primed to lead, innovate and make a difference.

Eligibility and Application Procedures

Mid- and senior-level nonprofit professionals who meet the minimum requirements and are interested in preparing for an executive leadership position in the local nonprofit community are encouraged to apply. In order to be considered, completed applications, including recommendations, must be received by **May 30, 2008**. Interviews will be held in June 2008 and applicants will be notified of their acceptance into the program by mid-July 2008.

Completed applications **MUST be submitted by email attachment in Microsoft Word format** to fellowship@nonprofitroundtable.org with the subject line: Future ED Fellowship Application for [Name of Applicant]. Please complete the application in the order outlined below. Recommendations must be submitted by email by 5pm on May 30 with the subject line: Recommendation for [Name of Applicant]. Late or incomplete applications will not be accepted under any circumstances.

Part One: Applicant and Organization Contact Information

Name	Position and Years in Position
Home Address	Preferred Telephone
Work Address	Secondary Telephone
Organization Name	Preferred E-mail
Organization Website	Alternate E-mail

Part Two: Leadership Experience and Goals

Leadership Readiness Narrative: Please answer each of the following questions.

1. Where is your passion and how did you come to the nonprofit sector?
2. Describe your career aspirations in regard to becoming an Executive Director as the next step in your career. What kind of organization could you envision leading?
3. How have your experiences to-date prepared you for this Fellowship? Please describe both a major success and a failure that you have experienced in the course of your career. Be candid and specific about how you dealt with both situations. What have you learned that you can build on during the Fellowship?
4. What skills or experiences do you need to acquire in order to be a successful Executive Director? What might your personal "stretch assignment" entail?

Part Three: Learning Priorities

Using a scale of 1, 2, and 3, please indicate the top three skill areas you would need to pursue to further your preparation as a future nonprofit executive director. Feel free to include an area not listed and include it in your top three selections.

- Building a Productive Organizational Culture
- Managing Change – staffing transitions, program growth, handling funding shortfalls, etc.
- Building Collaborations & Partnerships
- Negotiation and Conflict Resolution
- Board Development and Management
- Strategic Planning
- Fundraising
- Financial Management
- Human Resources, Inspiring and Supervising Others
- Public Speaking and Communications
- Advocacy & Public Policy
- Program Evaluation
- Other – please describe any other skills not listed here

Part Four: Reference and Recommendation

Please provide the name of one reference who may be contacted and can speak to the quality of your work and potential for executive leadership in the nonprofit community.

A. Reference - Name, Telephone Number, Email Address

In addition, the Executive Director of the organization in which you currently work must complete Part Four, B. This recommendation must be submitted by email by 5pm on May 30 with the subject line: Recommendation for [Name of Applicant].

B. Executive Director's Recommendation – Please address the following:

1. How long and in what capacity have you known the applicant?
2. Describe your assessment of the applicant's potential to lead a nonprofit organization.
3. Why do you believe that the applicant will be a successful participant in the program?
4. How will you and the organization support the applicant's participation in the program?
5. Any additional comments that speak to the applicant's suitability for the program.

Part Five: Attachments

Please include the following as attachments to your application:

- Current resume
- List of leadership roles you have played
- List of leadership trainings, classes, assessments and/or inventories in which you have participated (i.e. DISC, Myers-Briggs, etc.)