



2019 Application

The Hispanic Chamber Foundation is launching its annual application process for the 2019 class of the Hispanic Chamber Aspiring Leaders Program. The Foundation, in collaboration with Metropolitan State University of Denver School of Leadership, has identified community educational needs and designed a culturally relevant leadership development training program for professionals in their mid-career.

Goals of the Aspiring Leaders Program:

- Identify professionals in business, government and the community interested in advancing their careers by expanding their skills in leadership and contribution value to organizations, the community and business sectors.
- To provide participants with in-depth understanding of leadership, cultural differences, and insight into self-promotion in securing upward mobility within their individual organizations, community or sectors.
- To enhance the communications network among Hispanic leaders in the civic and business community.
- To facilitate access between program participants and the current Hispanic leadership of the community.

Program Details:

7-month, full-day per month program, 3rd Wednesday of each month. Session begins at 10 AM and ends at 4 PM followed by either a mixer or a panel discussion from 5 PM to 6 PM (*lunch is included, parking is not included*), location: MSU Denver 4th Floor Boardroom.

Timeline:

October 1, 2018	Application Process Begins
January 11, 2019	Application deadline
February 22, 2019	Orientation Reception – 5:30 PM
March 20, 2019	Session 1: Who You Are and Leadership
April 17, 2019	Session 2: Leadership Styles and the Purpose of Leadership
May 15, 2019	Session 3: Managing Leadership
June 19, 2019	Session 4: Culture and Leadership
July 17, 2019	Session 5: The Political Environment and Leadership
August 21, 2019	Session 6: The Golden Rules of Leadership
September 24, 2019	Graduation Ceremony – 6PM

Class Selection

The class of 2019 will be comprised of approximately 25-30 participants, selected to represent a cross-section of private/for-profit, public and non-profit sectors throughout the community.



Participant Criteria:

- Demonstrate a strong potential for achieving a position of leadership, as a professional and/or a community leader.
- Have leadership experience in business, community or corporate environment.
- Have a commitment and passion in moving the Hispanic community forward.
- Bring diversity in industry sector, life experience, age, race, ethnicity, etc.
- Will commit the time required and fully engage in the program, attending all sessions.
- Employer endorsement required.
- This program encourages diversity in its applicants.

Application Process:

In order to be considered for the 2019 Hispanic Chamber Aspiring Leaders Program, an **application** is required to be submitted via email, fax or hand delivered. **A \$50 non-refundable processing fee is required at the time of submitting the application. Please include a check or credit card information with your application. Checks must be made payable to the Hispanic Chamber Foundation.** Please note that this fee will not be credited toward the program fees if you are accepted into the program.

Class program fees are due, in full, by February 22, 2019 unless other arrangements have been made.

Application Checklist:

- Submit **application** via fax: 303-595-8977, Email to: mrodriguez@hispanicchamberdenver.org or dbustillos@hispanicchamberdenver.org
Deliver to: 924 W. Colfax Ave., Suite 201, Denver, Colorado 80204. Fax to: 303-595-8977.
- Include your professional bio
- Include your resume
- Include an electronic headshot (jpg format)
- Include one-page letter explaining why you would be a great candidate for the - 2019 Hispanic Chamber Aspiring Leaders Program.
- If applying for a scholarship, Please include your request in the form of a one-page letter stating your need for a scholarship to attend the program.
- Include \$50 application fee. List credit card information on your application or include check made out to **Hispanic Chamber Foundation**. If you prefer to call in your credit card information, please call Monica Rodriguez at 303-620-4496.



Employer Endorsement:

Applicants must have the support and commitment from their employer and/or business or organization as an indication of support of the applicant's time commitment to the program. A letter of recommendation and acknowledgement from your immediate supervisor on behalf of your company/organization must be submitted with your completed application.

Attendance Policy:

Your attendance is essential and beneficial to the Hispanic Chamber Aspiring Leaders Program. If your schedule does not permit you to attend all classes, we recommend you postpone applying until your schedule can accommodate the time commitment of the program. Participants are expected to arrive on time and remain for the entire session.

Absence Policy:

Any participant who misses more than 2 (two) sessions will be asked to leave the program and will not receive a tuition refund.

Program Fees:

\$1850 Hispanic Chamber of Commerce of Metro Denver Rate

\$1000 Hispanic Chamber of Commerce of Metro Denver Rate (PARTIAL SCHOLASHIP)

Scholarships:

A limited number of partial scholarships (\$1,000) and full scholarships (\$1850) are available to those who qualify. Scholarships are limited to representatives from small business, government and non-profit organizations. *Please include your request in the form of a one-page letter stating your need for a scholarship to attend the program.* If receiving a partial scholarship, the remaining program fee balance is due before the start of the Program's first session (March 20, 2019) for individuals receiving partial scholarships. Please note: Application fee of \$50 must be submitted with application and scholarship request.

Payment Policy:

For all participants, responsibility for payment rests with the participant, not with the employer or sponsoring organization. Should you have to excuse yourself from the program for any reason, including relocation or change of employment, the class program fees are non-refundable. Your employer will be unable to substitute another employee. Class program fees are due upon admittance into the 2019 Aspiring Leaders Program unless other arrangements are made.



2019 Hispanic Chamber Aspiring Leaders Application

Application should be accompanied by \$50 application processing fee

APPLICATION – Page 1

You will receive email confirmation when your application has been received by the Hispanic Chamber Foundation. If you do not receive confirmation, please contact Monica Rodriguez at 303.620.4496.

Name _____

Title _____

Business/Organization _____

Address (work) _____

City _____ State _____ Zip _____

Telephone (work) _____ Mobile _____

E-Mail (work) _____

Address (home) _____

City _____ State _____ Zip _____

Telephone (home) _____

E-Mail (home) _____

Date of Birth _____

Gender _____ Ethnicity (optional) _____



APPLICATION – Page 2

Do you or your company have an Individual or corporate membership with the Hispanic Chamber?

Yes _____ No* _____

For Profit _____ (**# of employees** __) **Non-Profit** _____ **Gov't** _____ **Education** _____

*Hispanic Chamber membership is not required to submit an application, program fee based on membership.

Industry Sector:

Finance/Banking _____ PR/Marketing _____ Real Estate _____ Legal _____
Health/Medical _____ Consulting _____ Arts/Culture _____ Non-Profit _____
Other (please add) _____

Are you requesting a Scholarship? Yes* _____ **No** _____

If yes, what type of scholarship are you requesting?

Partial Scholarship (\$1000) _____
Full Scholarship (\$1850) _____

*Please read page 3 about program fees and scholarships.

What would you like to accomplish from this leadership program?

What skills are you looking to improve in the content of leadership?



Applicants must have the support and commitment of their employer, business or organization. The signature of your direct supervisor of the business or organization is necessary as an indication of support of the applicant's time commitment to the Aspiring Leaders Program.

Printed Name of Employer/Sponsor _____

Signature of Employer/Sponsor* _____

Title _____ **Email** _____

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Application Fee Required - \$50.00 *(Please check applicable payment type)*

Check made payable to Hispanic Chamber Foundation

Mail check to: Hispanic Chamber Foundation
924 W. Colfax Ave., Suite 201
Denver, Colorado 80204

Credit Card: VISA _____ **MC** _____ **Amex** _____

Credit Card # _____ **Exp. Date** _____

Name on Card: _____ **Security Code:** _____ **Zip Code:** _____

Signature _____

By submitting your credit card information electronically, you authorize the Hispanic Chamber Foundation to charge your card an application fee of \$50.00.

*If you do not feel comfortable submitting your credit card information on this application, please contact Monica Rodriguez at 303.620.4496 to give your information over the phone.

Applications will not be processed until we receive your application fee.



APPLICATION – Page 4

Please address the following topics in your one-page letter on why you would be a great candidate for the Aspiring Leaders Program.

1. Employment

Current job title, brief job description and summary outlining your previous professional experience and educational background.

2. Career Goals

Describe your future career goals and how the Aspiring Leaders Program will assist you in accomplishing your career goals.

3. Professional/Leadership Development

Share professional/leadership development programs you have attended in the past.

4. Community Involvement

Discuss your community involvement.

Please include the following items as part of your applications submission in addition to your one-page letter with the information listed above:

- Completed Application
- Professional Bio
- Resume
- Electronic headshot (jpg format)
- Scholarship Request Letter (If applying for scholarship)
- Letter of recommendation from your employer/organization
- Include Application fee of \$50 (list credit card information on your application, if you prefer to call in your information, please call Monica Rodriguez at 303-620-4496)