



EXECUTIVE LEADERSHIP SEMINAR  
CLASS 6  
APPLICATION PACKAGE

**Host Site**

Florida Department of Law Enforcement  
2331 Phillips Rd.  
Tallahassee, FL 32308  
Training Classroom C

**Class Schedule**

May 21-25, 2018

June 25-29, 2018

July 23-27, 2018

*Applications are due by March 30, 2018*

Name \_\_\_\_\_

Agency\_\_\_\_\_

Date Submitted\_\_\_\_\_

## PURPOSE

The Florida Criminal Justice Executive Institute Executive Leadership Seminar is designed to develop the leadership skills of upper management executives in Florida criminal justice organizations. This seminar is a unique educational opportunity, and is available to the entire criminal justice community.

The Executive Leadership Seminar Application Package is designed to assess qualifications, professional accomplishments, academic skills, and leadership abilities of applicants. The information provided here will be used as the basis for invitation to participate in the Executive Leadership Seminar.

## QUALIFICATIONS

Applicants to the Executive Leadership Seminar must:

- Occupy a criminal justice management position which includes full-time, permanent supervision of others (see 4<sup>th</sup> bullet below for related details);
- Occupy a position which influences agency policy, or impacts operations of the organization;
- Provide an employment history of progressing supervisory, management, and leadership responsibilities;
- Currently holds the rank or position of supervising mid-level management;
- Have the intent to remain in criminal justice for at least five years following completion of the seminar;
- Have written endorsement of the agency chief executive.

Please address any questions to the Program Administrator, Scott Granger, at (850) 410-8391.

The completed application package should be returned to:

Attn: Scott Granger  
Florida Department of Law Enforcement  
Florida Criminal Justice Executive Institute  
Executive Leadership Seminar  
Post Office Box 1489  
Tallahassee, Florida 32302-1489

**All accepted applicants will be responsible for a \$1000 registration fee. Please do not include the registration fee with your application package, as we cannot hold seats in advance of the application vetting process.**

*Information provided in this application is for the use of the Florida Criminal Justice Executive Institute and will not be used for purposes other than the administration of ELS. This material is not, however, exempt from those sections of the Florida Statutes governing disclosure of public documents, and should not be considered confidential.*

## **INSTRUCTIONS FOR COMPLETING APPLICATION PACKAGE**

The completed Executive Leadership Seminar application package provides a written assessment of the applicant's current and potential executive skills, abilities, and accomplishments. All sections should be typed or printed legibly. The following is a brief description of each portion of the application package:

### **PART I: ENDORSEMENT**

The applicant must have the written endorsement of the agency chief executive.

### **PART II: BIOGRAPHY**

The applicant must provide biographical information including his/her educational background, professional experience and personal demographics. The applicant must also carefully read and sign the applicant statement of commitment.

## **PART I - ENDORSEMENT**

### **CHIEF EXECUTIVE'S STATEMENT OF COMMITMENT**

I understand that my endorsement of this individual to attend the Executive Leadership Seminar includes my commitment to the program, and the pledge of my full support for his/her participation. If this application is accepted, I agree to the payment of a **\$1000** registration fee prior to the commencement of the program.

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Signature of Chief Executive

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Title

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Date

## **PART II - BIOGRAPHY**

### **EXECUTIVE LEADERSHIP SEMINAR BIOGRAPHICAL SKETCH WORKSHEET**

**FULL NAME:**

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**RANK/TITLE:**

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**AGENCY:**

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**AGENCY ADDRESS:**

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**OFFICE TELEPHONE:**

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**OFFICE FAX:**

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**E-MAIL:**

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**EDUCATION:**

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**PROFESSIONAL EXPERIENCE:**

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**PROFESSIONAL INTERESTS:**

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**PERSONAL INFORMATION:**

**HOBBIES:**

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**NICKNAME:**

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**DATE OF BIRTH:**

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## **APPLICANT STATEMENT OF COMMITMENT**

The applicant must sign the following statement of commitment.

I understand that if I am selected to attend the Executive Leadership Seminar, I will be involved in an educational program over the next three months that requires a substantial amount of time and energy.

I agree that if I do not attend the scheduled sessions or complete the required assignments, I will be unable to graduate from the Executive Leadership Seminar.

I intend to remain a criminal justice professional in the State of Florida for at least five years following completion of the Executive Leadership Seminar.

If selected to attend the Executive Leadership Seminar, I am willing to make this commitment to the program and to the criminal justice system.

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Date

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Signature of Applicant