

**CONFIDENTIAL APPLICATION
2020**

EMERGING LEADERS PROGRAM



TO THE APPLICANT:

As an emerging leader in the architectural profession, you are submitting this application form because you were nominated to participate in the AIA Dallas Emerging Leaders Program by a leader in your firm, or by someone affiliated with AIA Dallas. The AIA Dallas Leadership Committee created this program with the intent that it will allow participants to enhance their abilities in three areas of leadership: the firm, the profession, and the community. It is the committee's hope that each participant will use the skills obtained through the program to not only enhance their own careers, but also to impact the success and culture of their firms and the Dallas architectural community. The program consists of one (1) half-day orientation and one (1) half-day retreat in January 2020, followed by nine (9) half-day seminars to be held once a month on Friday afternoons beginning February 2020. Each class includes guest speakers, and lectures by program facilitator Pete DeLisle PhD, Hon. TxA, Professor of Human Behavior, and Principal of Educet and the Leadership Design Studio. Upon completion of the program, participants will be recognized as AIA Dallas Emerging Leaders and will receive recognition at a local AIA event.

Note: To encourage firm collaboration and diversity, the AIA Dallas Emerging Leaders Program limits enrollment to a maximum of two participants per firm.

PROGRAM REQUIREMENTS:

To qualify for this program, an applicant must be:

- employed full-time by an architectural firm in the immediate Dallas area,
- on the path to architectural licensure or have recently become licensed,
- with at least 5 years of experience in the architecture or design fields,
- in good standing with the American Institute of Architects and all other professional organizations,
- able to commit the time and effort to participate in at least one AIA Dallas network(s) and/or committee(s) (Committee meetings provide an in-person forum for dialogue and typically meet once a month over lunch), and
- able to commit the time and effort necessary as outlined in this document.

INSTRUCTIONS:

The following are imperative for an applicant's acceptance:

- Application should be neatly printed or typed. Do not use additional pages or attach resumes or other documents.
- At least one, but no more than three, completed reference forms are required along with this application.
- Completed application and reference form(s) are due by **11:59 pm, Wednesday, December 11, 2019**.
- Upon receipt of application and reference form(s), the selection committee will promptly begin the review and selection process. Late submissions will not be considered.
- Admission to the program is based on the applicant meeting all criteria. Please note that preference will be given to current AIA Dallas architect/associate/allied members.
- All applicants will be notified of the decision by December 19, 2019. Invoices for program fees will be sent to all selected applicants and the corresponding sponsoring firms at this time.

Name: _____

GENERAL INFORMATION:

<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	First Name:	Middle Initial:	Last Name:	First & Last Name for Nametag:
Home Address:			Length of Residence in Dallas area:	
City:	State:	Zip:	Home Phone:	Cell Phone:
E-mail:		Office Phone:	AIA Dallas Member: <input type="checkbox"/> Architect <input type="checkbox"/> Associate <input type="checkbox"/> Allied <input type="checkbox"/> No	
Date of Birth:		<input type="checkbox"/> Male <input type="checkbox"/> Female		Person with Disability: <input type="checkbox"/> Yes <input type="checkbox"/> No
Previous Applicant? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, year? _____		Preferred Mailing Address: <input type="checkbox"/> Business <input type="checkbox"/> Home		

EMPLOYMENT:

Total number of years of experience in the Architecture or Design field:
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Current Employer:				
Title or Responsibility:			Length of Time with Employer:	
Business Address:		City:	State:	Zip:
Number of Employees: <input type="checkbox"/> More than 250 employees <input type="checkbox"/> 50 – 250 employees <input type="checkbox"/> Less than 50 employees				
Are you a licensed architect? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Currently Testing/Plan to begin If currently testing, how many exams have you passed? _____			LEED Accredited? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Planning to test	

Past Employer:				
Title or Responsibility:			Length of Time with Employer:	
Business Address:		City:	State:	Zip:
Number of Employees: <input type="checkbox"/> More than 250 employees <input type="checkbox"/> 50 – 250 employees <input type="checkbox"/> Less than 50 employees				

Past Employer:				
Title or Responsibility:			Length of Time with Employer:	
Business Address:		City:	State:	Zip:
Number of Employees: <input type="checkbox"/> More than 250 employees <input type="checkbox"/> 50 – 250 employees <input type="checkbox"/> Less than 50 employees				

Name: _____

EDUCATIONAL BACKGROUND:

School/University:	City, State:	Dates (from-to):	Degree:	Major:

PROFESSIONAL & OCCUPATIONAL ACTIVITIES:

1. Organization:	Dates of Participation:	Position:
Responsibility:		
2. Organization:	Dates of Participation:	Position:
Responsibility:		
3. Organization:	Dates of Participation:	Position:
Responsibility:		
4. Organization:	Dates of Participation:	Position:
Responsibility:		

VOLUNTARY COMMUNITY ACTIVITIES:

List the key non-professional activities (charity, religious, school involvement, task forces or commissions) in which you have been an active participant in Dallas or other cities in which you have lived.

1. Organization:	Dates of Participation:	Position:
Responsibility:		
2. Organization:	Dates of Participation:	Position:
Responsibility:		
3. Organization:	Dates of Participation:	Position:
Responsibility:		
4. Organization:	Dates of Participation:	Position:
Responsibility:		

In an average month, approximately how many hours are spent on voluntary community activities? _____

SPECIAL HONORS/AWARDS:

Name: _____

GENERAL:

Please answer in the space provided. No attachments please.

I. Briefly describe the personal characteristics you possess which will help you as a leader in the architectural profession. How are you currently using these traits within your company and/or community?

II. What do you consider the most significant architectural issue today? Describe what action(s) you believe should be taken and how you as an individual can become a player in the solution to the problem.

III. What do you hope to gain from participation in the AIA Dallas Emerging Leaders Program? List and briefly explain several expectations that you have for the program.

Name: _____

TUITION:

A tuition fee of \$2,200 shall be paid no later than the date of the program orientation (Jan 24, 2020). Tuition is non-refundable one week after orientation. Late payment of the tuition forfeits your candidacy which will be offered to the first qualified alternate. The employer/sponsor pays \$1,900 of the fee, with the remaining \$300 to be paid by the participant as a personal commitment to the program.

Tuition for non AIA member is \$2,700. Of which, the employer/sponsor will be responsible for \$2,200, with the remaining \$500 to be paid by the participant as a personal commitment to the program.

TUITION WAIVER REQUEST:

Waivers for tuition are available for candidates facing financial hardships, and for non-profit sponsors/firms. One of each of the following may be awarded on a case-by-case basis (please check if applicable):

- Full waiver \$2,200/\$2,700
- Partial waiver \$1,900/\$2,200 on the Sponsor's behalf
- Partial waiver \$300/\$500 on the Candidate's behalf

Candidate: if applicable, please provide enough detail and background information for the waiver request to be considered by the AIA Dallas Board of Directors.

Sponsoring firm: if applicable, please submit proof of non-profit status along with this completed application.

CONTINUING EDUCATION CREDITS:

Assuming 100% attendance, participants who are AIA members will receive approximately 19 CEU's upon completion of the program.

COMMITMENT:

The AIA Dallas Emerging Leaders Program requires a significant commitment of time and effort. Participation involves a half-day orientation and a half-day retreat in January 2020, followed by one half-day session each month for nine months beginning February 2020, preliminary assignments for each of the sessions, and a class project.

Participants must be able to fulfill program attendance requirements in order to graduate.

- The date for Orientation is **Friday, January 24, 2020**. Full participation at the orientation is mandatory. If selected, can you commit to this 1/2 day? Yes No
- The Program will begin with a team building retreat **Saturday, January 25, 2020**. If selected, can you commit to this 1/2 day from approximately 9 am – 3pm? Yes No
- Program sessions will be held one Friday afternoon per month to include the following 2020 dates, which are subject to change: **February 21, March 20, April 17, May 15, June 12, July 17, August 21, September 18, October 23**. If selected, can you commit to the nine 1/2-day sessions? Yes No
If no, please state the date(s) that would present a conflict:
- Dates and times for events held outside of normal session times will be announced at a later date. This will include a class project to entail service to the community and/or the architectural profession.
- Participation in at least one AIA Dallas network(s)/committee(s). Committee meetings provide an in-person forum for dialogue, and typically take place once a month over lunch. Please indicate network(s)/committee(s) you are interested in: _____

No more than 2 classes may be missed without dismissal from the program. No Exceptions.

Name: _____

I understand the goals and commitment of the AIA Dallas Emerging Leaders Program and the attendance requirements. If selected, I will fulfill all obligations outlined in this application, and will pay my tuition upon acceptance. I acknowledge that I have personally completed the foregoing application, and that all the information contained herein is true and accurate. I hereby give the AIA Dallas Leadership Committee the right to make inquiries regarding the information provided on this application form.

Applicant's Signature:	Date:
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Applicants for the AIA Dallas Emerging Leaders Program must have the support of a sponsoring firm.

The employer/sponsor's signature below indicates the firm's support of the nominee's participation in the program, and the firm's agreement to pay the firm's portion of the tuition cost.

Employer/Sponsor's Signature:	Title:	Date:
Company Name:		

DELIVERY INSTRUCTIONS & DEADLINE:

Please submit this completed application form, up to three (3) completed reference forms, and all other applicable document(s) **no later than 11:59pm on Wednesday, December 11, 2019**. You may e-mail your application packet in PDF format to Cathy Boldt at cboldt@aiaDallas.org or mail/hand-deliver it to:

AIA Dallas Emerging Leaders Program
325 N. St Paul Street, Suite 150
Dallas, Texas 75201
Telephone 214.742.3242