



8817 East Mission Avenue, Suite 201
Spokane Valley, Washington 99212
509-926-9113 ♦ leaders@agforestry.org ♦ www.agforestry.org

Dear Applicant:

We are excited to hear of your interest in the AgForestry Leadership Program and are looking forward to receiving your application for the upcoming Leadership Class. Congratulations on taking a major step towards effective leadership! **Your application must be completed in full and submitted to the Foundation Office no later than April 30.** Applications may be mailed to the office above or emailed to leaders@agforestry.org. Please remember that the Foundation Staff are always here to help you with any questions you have about the program and the application process.

APPLICATION INFORMATION

Your application consists of five major parts, and detailed instructions for completing the application will be outlined further in the application packet. Please be assured that your application and recommendations will be held in the strictness of confidence.

- **FELLOWSHIP APPLICATION** – Complete in full including four essay questions.
- **SPOUSE/SIGNIFICANT OTHER STATEMENT OF SUPPORT** – Required for those candidates who are married.
- **EMPLOYER RELEASE** – Required for those candidates who are not self-employed.
- **PARTICIPANT COMMITMENT** – This form must be signed and submitted with your application.
- **RECOMMENDATIONS** – Four letters of recommendation are required for each candidate. We ask that these be a combination of personal, business, and community contacts. You will need to submit your list of references to the Foundation with your application, and you will be responsible for sending each of your recommenders the AgForestry Leadership Recommendation Form. They can also download this form from our website. **All recommenders must send their completed and signed recommendations directly to the Foundation office prior to April 30.** The Foundation will work with you and will notify you when your recommendations are received.

SELECTION PROCESS

All applicants will be interviewed by a Selection Committee in their area of AgForestry alumni and non-graduate industry leaders. **All interviews will be held on June 7, 2017.** Interviews are held in person at different locations across the state. Every effort will be made to ensure minimal travel is needed. Please notify the Foundation office if you have a change in address, email address, or telephone number other than what is listed in your application. All applicants will be notified of the selection results in early July. The first seminar is scheduled for October 2017 at Washington State University in Pullman.

PROGRAM INFORMATION

The duration of each Leadership Class is 18 months, with a total of 58 days requiring your time and attendance - **your commitment to the program includes attendance at all seminars.** There will be 12 resident seminars held at various locations across the state. There are two travel seminars: one week in Washington, D.C., and two weeks in a foreign country. Each candidate will pay a participation fee of \$6,000 or \$3,000 per program year, with payment plans available. The value of each Fellowship Seat is \$21,000 with the remaining \$15,000 paid for by the dedicated investors of the Foundation.

Please contact the Foundation if you have any questions!

Sincerely,

Sheryl McGrath
President
Washington Agriculture and Forestry Education Foundation

WASHINGTON AGRICULTURE AND FORESTRY EDUCATION FOUNDATION

MISSION

We are a leadership development organization dedicated to advancing the natural resource industries through understanding, education and empowerment of future leaders.

The AgForestry Leadership Program was established to develop the leadership qualities of agriculturalists, foresters, and fishermen while allowing them to continue to conduct their farming, forestry, fishing and business operations. A committee representing natural resource industries, education, and business in all geographic areas of Washington, with the Foundation's Board of Trustees' approval, awards the Leadership Class Fellowships.

TO BE ELIGIBLE, AN APPLICANT MUST:

1. Be a Washington resident for at least one year.
2. Have approval from their employer to invest the required time - 26 days during the first year and 32 days during the second year. Those who are self-employed must be able to be away from their businesses for that time.
3. Remain in a profession dedicated or related to the natural resource industries for the duration of the fellowship.

PURPOSE OF SELECTION PROCESS

- ❖ To identify the highest quality candidates from Washington agriculture, forestry, fisheries, and rural communities who have the potential to provide the most effective leadership.
- ❖ Industry definitions according to the Foundation:
 - Agriculture, forestry, and fisheries are broadly and inclusively defined to include the producer (farmer, forester and fisherman), the processor/shipper, and the marketer/sales levels. It also includes professionals from education, law, finance, and government whose work is dedicated primarily to servicing the natural resources sector.
 - Individuals from other fields such as the environment, the media, research, labor, and public relations who can demonstrate strong connections to the natural resource industries are equally included. An important test of qualification is the applicant's current and future commitment to Washington agriculture, forestry, fisheries, and rural communities.
 - It is the policy of the Foundation to express a strong preference for production candidates, provided the objective of attaining the highest quality of nominees, either singularly or as a class group is not compromised. Production candidates are applicants who are the key decision makers for the major production issues in their particular farming, forestry, or fishing entity or who spend the majority of their time in actual farming, forestry, or fishing activities.

THE BOARD OF DIRECTORS EXPECTS EACH PARTICIPANT IN THE AGFORESTRY LEADERSHIP PROGRAM TO FULFILL THE FOLLOWING FOUR COMMITMENTS:

1. To **attend all** resident and travel seminars
2. To **assume** leadership responsibility
3. To **participate** in post-graduate leadership activities
4. To **help** in the perpetuation of the Foundation and the AgForestry Leadership Program

PLEASE READ AND RETAIN FOR YOUR RECORDS



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INSTRUCTIONS FOR APPLICANTS

- ❖ Read the AgForestry Leadership Program information carefully, noting the requirements for the selection process and the time and monetary requirements for participation.
- ❖ Read the entire application before filling out and keep a duplicate copy of your application for your files.
- ❖ Note the deadline for receipt of application materials—**April 30**.
- ❖ Complete all portions of the application. Your application materials will be copied and distributed to members of the Selection Committee, and it is important the information regarding your candidacy be complete, accurate and legible.
- ❖ As applicable, please be sure to include the completed and signed Spouse Supporting Statement and Employer Release and Support Statement.
- ❖ **Four** recommendations are required and the **forms must be submitted directly to the Foundation office by each recommender no later than April 30**. Please select your recommenders carefully in terms on their ability to provide the information listed on the form. The forms are available on our website along with the other application materials, and please be sure to include your name on each form before you send them to your recommenders.
- ❖ All application materials and forms can be sent to the Foundation office by mail, email or fax as listed below.

Washington AgForestry Education Foundation
AgForestry Leadership Program
8817 East Mission Avenue, Suite 201
Spokane Valley, Washington 99212
Phone: 509-926-9113
Fax: 509-926-6993
leaders@agforestry.org

- ❖ Responsibility for the timely and accurate submission of all forms rests with each candidate. You will receive acknowledgment of receipt of your application from the Foundation.
- ❖ Please remember that all applicant interviews will be held on **June 7, 2017**, and the results of the selection process will be sent to all applicants in early July.

PLEASE READ AND RETAIN FOR YOUR RECORDS



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PARTICIPANT COMMITMENT

The value of each Fellowship Seat is \$21,000 with each participant responsible for a \$6,000 participation fee and the remaining \$15,000 paid for by the Foundation’s investors.

There will be 12 resident and two travel seminars during the 18-month period. The resident seminars will be held at various locations throughout the state. A national seminar will be scheduled for February/March of the first year of participation. An international seminar to some region(s) of the world, important politically and as a market for Washington products, will be organized for January of the second year.

Spouses/significant others will be invited to attend, the fourth seminar of the first year of the program, the third seminar of the second year, and the graduation seminar.

- ❖ Upon acceptance by the Board of Trustees as a participant in the AgForestry Leadership Program, I understand that I am expected to pay a participant fee of \$3,000 per year, which includes membership in the Foundation, with payment plans available.
- ❖ I acknowledge that I will be expected to pay the cost of traveling to and from the resident seminars as well as the departure locations for the travel seminars.
- ❖ I understand that my participation in each seminar is an important component in the learning experience of my classmates individually and for my class as a whole. Accordingly, I acknowledge that I will be expected to attend **ALL** seminars.
- ❖ I understand further that the Foundation incurs substantial costs in arranging lodging, meals, transportation, and other goods and services needed to support my participation in each seminar. Accordingly, I acknowledge that I will be expected to reimburse the Foundation for my pro-rata share of such costs for any seminar that I am unable to attend unless I notify the Program Director by telephone at least 48 hours before the scheduled beginning of such seminar.*
- ❖ Upon graduation from the program, **I will be asked to continue to support** the Foundation both financially and in such manner as to maintain and enhance the high level of esteem it enjoys in the state, assuring its continuing existence for providing leadership development programs for the renewable natural resources industries. I acknowledge that I will be expected to utilize my training to be an active leader on behalf of the natural resources industries and my community.

Signature: _____

Date: _____

Print Name: _____

PLEASE SIGN AND SUBMIT WITH YOUR APPLICATION BY APRIL 30

* Notification involving direct, two-way communication with the Program Director is required: text message, voice mail, or last-minute email will not suffice.



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FELLOWSHIP APPLICATION

Date:	
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First Name:		Nickname:		Initial:	
Last Name:		<input type="checkbox"/> Male <input type="checkbox"/> Female	Birthdate:		

US Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Married <input type="checkbox"/> Single	Spouse Name:	
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Preferred Address for Mailings: <input type="checkbox"/> Home <input type="checkbox"/> Business	
Home Address:	
Business Address:	

Home Phone:		Business Phone:	
Cell Phone:		Fax Number:	
Main Email:		Secondary Email:	

I am applying in the following category:	<input type="checkbox"/> Production <input type="checkbox"/> Related <input type="checkbox"/> Community
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CURRENT OCCUPATION		SECONDARY OCCUPATION	
Company Name:		Company Name:	
Position/Title:		Position/Title:	
Commodities:		Commodities:	

List all schools attended, including high school, college, and/or short courses:

NAME OF SCHOOL	ATTENDANCE DATES	DATE OF GRADUATION	DEGREE	MAJOR/MINOR
Other Education:				



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INDICATE RECENT AND CURRENT MEMBERSHIP AND OFFICES HELD IN ORGANIZATIONS, INCLUDING HIGH SCHOOL, COLLEGE, AGRICULTURE, FORESTRY, FISHING, CIVIC, CHURCH, GOVERNMENTAL, AND MILITARY. Please list current information first.

ORGANIZATION	DATES OF MEMBERSHIP	OFFICES HELD

OF THE COMMUNITY ORGANIZATIONS LISTED ABOVE, CITE ONE SPECIFIC PROGRAM WHEREIN YOU PERSONALLY INITIATED, DEVELOPED AND PLAYED A MAJOR LEADERSHIP ROLE IN THE COMPLETION OF A PROJECT:

LIST AWARDS AND HONORS YOU HAVE RECEIVED.

ORGANIZATION OR GRANTOR	AWARD OR HONOR	YEAR RECEIVED

INDICATE YOUR READING - FOR BUSINESS OR PLEASURE - IN THE PAST YEAR.

NEWSPAPERS (READ REGULARLY)	MAGAZINES/JOURNALS (READ REGULARLY)
BOOKS	OTHER

HOW DID YOU HEAR ABOUT THE AGFORESTRY LEADERSHIP PROGRAM?

<input type="checkbox"/> ALUMNI:		<input type="checkbox"/> EMPLOYER
<input type="checkbox"/> EVENT:		<input type="checkbox"/> OTHER



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AGRICULTURE/FORESTRY/FISHING INDUSTRY EXPERIENCE

- 1. PLEASE LIST AND DESCRIBE YOUR ASSOCIATION WITH THE NATURAL RESOURCE INDUSTRIES INCLUDING DATES EMPLOYED, COMPANIES, LOCATION, TYPE OF BUSINESS, AND A DESCRIPTION OF YOUR CURRENT JOB.**



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2. WHAT DO YOU EXPECT TO GAIN FROM PARTICIPATION IN THE AGFORESTRY LEADERSHIP PROGRAM? 200 WORDS OR LESS



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3. HOW WILL YOU USE THE KNOWLEDGE AND EXPERIENCE GAINED FROM THE LEADERSHIP PROGRAM TO GIVE BACK TO YOUR COMMUNITY OR INDUSTRY? 200 WORDS OR LESS



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4. SELF-EVALUATE YOUR OWN LEADERSHIP POTENTIAL. PLEASE BE SPECIFIC. 200 WORDS OR LESS



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**AGFORESTRY LEADERSHIP PROGRAM
SUPPORTING STATEMENT BY SPOUSE/SIGNIFICANT OTHER OF CANDIDATE**

NAME OF APPLICANT:	
NAME OF SPOUSE:	

WHY WOULD YOU LIKE TO SEE YOUR SIGNIFICANT OTHER/SPOUSE SELECTED TO PARTICIPATE IN THIS PROGRAM?

SPOUSE SIGNATURE: _____ **DATE:** _____

PLEASE SUBMIT A SIGNED COPY TO THE FOUNDATION OFFICE BY APRIL 30



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**AGFORESTRY LEADERSHIP PROGRAM
CONFIRMATION OF SUPPORT AND RELEASE FROM EMPLOYER**

TO THE APPLICANT: If you are not self-employed, you must have your employer complete this form authorizing your absence from employment to participate in the AgForestry Leadership Program.

TO THE EMPLOYER: Please complete the following information to confirm your organization's willingness to grant the applicant time away from work for attendance at the seminars of the AgForestry Leadership Program.

NAME OF APPLICANT:	
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The applicant's commitment encompasses approximately 58 days of seminar attendance over an 18-month period. Seminars are planned monthly for two and one-half days, which may begin at noon one day, continue through the next day, and conclude around noon the third day. Other seminars begin earlier on the first day and conclude at the end of the second day. Travel time to and from these seminars is **not** included in the time commitment estimation.

There are 12 resident seminars held throughout Washington State. In addition, during February/March of the first year each class participates in a week-long National Seminar in Washington, D.C. During January of the second year, each class travels to a foreign country for their two-week International Seminar.

In order to maintain continuity and assure that all participants make full use of expenditures (generally provided at a rate applicable to the total group rather than individually), the Board of Trustees is firm about participants not missing any seminars or portions thereof. Please feel free to contact the Foundation if you need additional information regarding the program and its value to your organization and employee.

It is agreed that if the above-named applicant is accepted into the AgForestry Leadership Program, their absence from work will be arranged at the times when seminars are scheduled.

Employer Signature: _____

Date: _____

Employer Printed Name: _____

Company: _____ **Position:** _____

Address: _____

Telephone Number: _____ **Email:** _____

PLEASE SUBMIT A SIGNED COPY TO THE FOUNDATION OFFICE BY APRIL 30



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**AGFORESTRY LEADERSHIP PROGRAM
 LIST OF REFERENCES**

Please complete the information below for four references that we may contact to assess your potential for leadership. Unless you indicate otherwise, it is assumed that these are the people you will ask to complete a formal recommendation.

**PLEASE SELECT AT LEAST ONE REFERENCE FOR EACH CATEGORY
 BUSINESS ♦ VOLUNTEER/COMMUNITY ♦ PERSONAL**

Name:		Phone:	
Address:			
Company:		Position:	

Name:		Phone:	
Address:			
Company:		Position:	

Name:		Phone:	
Address:			
Company:		Position:	

Name:		Phone:	
Address:			
Company:		Position:	

I understand my commitment for participation in the AgForestry Leadership Program and give my permission for contact of the references supplied. I hereby certify that all statements made in this application are true and complete. I agree and understand that any misrepresentation or omission of material facts herein will cause disqualification of my application. I understand that selection of applicants is the sole responsibility of the Board of Trustees of the Washington Agriculture and Forestry Education Foundation.

APPLICANT SIGNATURE: _____ **DATE:** _____

NAME OF APPLICANT: _____

PLEASE SIGN AND SUBMIT WITH YOUR APPLICATION BY APRIL 30



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**AGFORESTRY LEADERSHIP PROGRAM
 CANDIDATE RECOMMENDATION FORM**

NAME OF APPLICANT:	
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Each applicant is required to submit four letters of recommendation. The applicant should provide each recommender with this form that can be sent directly to the foundation. additional forms can be uploaded and sent directly to your recommenders

at <http://agforestry.org/leadership-programs>

FOR THE RECOMMENDER:

Please complete both pages of this form with your frank and honest evaluation of the applicant's abilities and attitudes. The AgForestry Leadership Program is intended for persons who have demonstrated leadership potential in the natural resource industries. Your evaluation will assist us in judging the candidate and their leadership potential. Please be assured that your responses will be held in the strictness of confidence.

**ALL COMPLETED FORMS MUST BE SENT DIRECTLY FROM THE RECOMMENDER TO THE
 AGFORESTRY FOUNDATION OFFICE NO LATER THAN APRIL 30.**

RECOMMENDATION CATEGORY: Personal Business Volunteer/Community

I KNOW THE CANDIDATE: Thoroughly Fairly Well Superficially

PLEASE RATE BASED ON A SCALE FROM 1 TO 5
 1= ACCEPTABLE AND 5 = EXCELLENT

SKILL	RATING	COMMENTS
Esteem in which they are held in the community		
Ability to communicate		
Demonstrated leadership		
Potential for growth through this program		
Ability to work with others		
Overall assessment of leadership potential		



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ADDITIONAL COMMENTS:

SIGNATURE: _____ DATE: _____

Printed Name: _____ Company: _____

Address: _____

Telephone Number: _____ Email: _____

PLEASE SUBMIT A SIGNED COPY OF THE FORM DIRECTLY TO THE FOUNDATION NO LATER THAN APRIL 30

A signed copy may be sent by hard copy, by fax, or scanned and emailed as listed below. Please be sure that the form contains the names of the applicant **and** the recommender.

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