

SELECTION PROCESS FOR EMERGING LEADERS

1. Employees who meet the Guideline definition of an emerging leader:
 - a) Review Process Steps 2-6.
 - b) Review Program-at-a-Glance.
 - c) Review District Recommendation Worksheet.
 - d) Determine if you can commit 100% as defined in Guidelines.
 - e) Understanding there are 25 seats available, determine if you wish to compete for a seat in the program.
- (Employees who respond “yes” to (d) and (e) move to step 2.)*
2. Employees complete the Emerging Leader Participation Form and submit to the District Administrator no later than September 25, 2009.
 - 3* The District Administrator convenes a leadership team and uses the worksheet to review and recommend emerging leaders for the program. The District Administrator submits to the OEC Director no later than October 9, 2009:
 - a) Current and Emerging Leader Participation Forms
 - b) District Recommendation Worksheet.
 - 4* OEC Director convenes a leadership team to review all District Recommendation Worksheets and select the 25 emerging leaders and 3 alternates.
 5. OEC Director generates and sends to District Administrators the program roster of up to 50 current and 25 emerging leaders and 3 alternates no later than October 30, 2009.
 6. OEC Director sends, no later than October 30, 2009, two communications:
 - a) All employees listed on a District Recommendation Worksheet receive an email announcing the roster and stating appreciation for participating in the process;
 - b) Selected participants receive a welcome to the program email providing program detail.

***TEIS Leadership may request SLS facilitation support for steps 3 & 4**