



LEADERSHIP



PITTSBURGH INC.

Community Leadership Course for Veterans™

**High Potential Veteran Leaders | Community Anchoring
Enhanced Workplace and Community Contributions | New Networks**

We Open Eyes, Minds, and Doors

Founded as an expression of faith in Pittsburgh and its promise, Leadership Pittsburgh Inc. (LPI) is now recognized as the premier resource for community leadership in Southwestern Pennsylvania. LPI has an alumni network of over 2,500 influential leaders, working to maximize the potential of our community.

Modeled after existing programs around the country, the Leadership Pittsburgh (LP) program was created in 1983 to enhance the quality of regional leadership through programming focused on awareness of community issues. The Leadership Development Initiative (LDI) was added as a companion program in 1994. In the fall of 1998, Leadership Onboard was developed to facilitate board placements of LDI alumni.

Since January 2005, through a partnership with the Allegheny Conference on Community Development & Affiliates, the Executive Welcome program has been offered to engage a broader audience. In 2010, LPI formally began placing its alumni on regional non-profit boards and nominating them to serve on state boards and commissions.

In 2013, LPI was invited by local philanthropies to play a role in the regional Veterans' Initiative. Recognizing the largely untapped leadership potential of newly returned veterans, LPI launched the Community Leadership Course for Veterans™ (CLCV™). In keeping with Leadership Pittsburgh's strengths-based philosophy, the CLCV initiative leverages the skills and knowledge of high-potential military/veteran leaders in service of the betterment of the broader Pittsburgh region.

As an independent, non-profit organization, we are committed to helping Pittsburgh embrace creativity in its thinking and build bridges of understanding across segments.

**OUR MISSION: STRENGTHENING REGIONAL LEADERSHIP THROUGH
PROGRAMS, PARTNERSHIPS, AND CONNECTIONS**



Community Leadership Course for Veterans™

In keeping with Leadership Pittsburgh Inc.'s (LPI) strengths-based philosophy, the Community Leadership Course for Veterans™ (CLCV™) aims at leveraging the skills and experience of post-9/11 military/veterans for the betterment of the broader Pittsburgh region, our communities and organizations. This is a newer offering of a thirty-six-year-old organization which is recognized as the premier resource for identification and connection of leaders across sectors with issues, each other, and with community needs/opportunities. LPI is proud to have served and graduated the inaugural cohort of CLCV™ in 2014.

Through participation in the six-month long course, CLCV class members have the opportunity to develop a greater understanding of our region, meet with business and community leaders, as well as utilize their leadership skills to accomplish a community impact project in partnership with a local nonprofit organization. Bi-weekly sessions cover topics such as corporate landscape, nonprofit landscape, history of Pittsburgh, savvy networking and more. The knowledge and associations obtained through CLCV™ can provide committed participants access to the platforms needed to take on leadership roles within Southwestern Pennsylvania communities.

Eligibility

Participation in CLCV™ is based on a selection-process. Applicants must be military veterans who served after September 11, 2001 and achieved a rank of at least E-3. Additionally, applicants must be separated or a current service member who is not within their PCS window. Applications are due the last Friday in April. No application fee is required.



Community Leadership Course for Veterans™ Timeline

April: Applications must arrive at the Leadership Pittsburgh Inc. office by April 30, 2021 at 5:00 p.m.

Online: www.lpinc.org

Email: info@lpinc.org

Fax: 412.392.4559

Mail: 650 Smithfield Street, Suite 1110
Pittsburgh, PA 15222-2393

June: Letters of invitation mailed to accepted candidates

Mid-July: Welcome Orientation & Reception

Mid-July: CLCV Overnight Retreat

Community Leadership Course for Veterans™ Application Information

- The Community Leadership Course for Veterans Selection Committee will consider letters of recommendation in the application process. We strongly encourage each applicant to submit at least two letters of recommendation from individuals who can speak to the professional capacities of the applicant. Examples of potential sources of letters of recommendation include employers, supervisors, commanding officers, and professors.
- All active service members are required to submit a letter of support from their commanding officer acknowledging the time commitment of the program.
- Due to the contributions of regional philanthropic organizations and Leadership Pittsburgh alumni, this course is being made available for a nominal tuition fee of \$300. Tuition will be due upon acceptance. No application fee is required. **The Leadership Pittsburgh Inc. Board of Directors does not want tuition to be a barrier to your application, as such scholarships may be made available.** Please contact Marie Hamblett (marie@lpinc.org) for questions regarding tuition.

Community Leadership Course for Veterans™ Session Information

- CLCV VIII sessions will take place on two to four Tuesday evening(s) each month, July through November, from 4:30 p.m. – 8:30 p.m.
- The calendar for the year is made available prior to the application deadline via <https://lpinc.org/programs/community-leadership-course-for-veterans/>
- Sessions focus on connecting and enhancing veteran leadership skills within the context of community needs.



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- Session locations may vary but all will be within 15-miles of downtown Pittsburgh (other than the initial retreat which will be within a 1-hour drive from downtown Pittsburgh). Depending upon public health guidelines in 2021, sessions may be held virtually.
- Credits are assigned to each session and any project work that is required.
- Graduation is dependent upon completion of a required number of credits.
- In order to allow for busy professional schedules, a higher number of “credits” are offered than required for graduation (e.g., 30 credits are offered; 25 are required for graduation). In order to achieve the full benefit of the course, participants are strongly advised to attend all regularly scheduled sessions in their entirety.

COMMUNITY LEADERSHIP COURSE FOR VETERANS™ APPLICATION

*****Application Deadline – Friday, April 30, 2021*****

Please read the application in its entirety and follow all instructions contained within. A summary checklist of information required to complete the application is provided below.

Application Checklist

Section 1: Personal Data (p. 5)

Section 2: Student Information (p. 5)

- Skip Section 2 if you are not currently a full-time or part-time student

Section 3: Employment Information (p. 6)

- Skip Section 3 if you are a full-time student

Section 4: Employer Agreement (p. 6)

- Skip Section 4 if you are a full-time student

Section 5: Person who referred you to CLCV™ (p. 7)

- Skip Section 5 if you are self-nominating

Section 6: Civilian Professional/Educational Background (pp. 7-10)

- Answer Section 6 in the space provided or attach your resume to the application

Section 7: Military Professional/Educational Background (p. 10-11)

- Attach a DD Form 214 or ERB/ORB with your application (please do not include SS#)

Section 8: Community Involvement (p. 12-13)

Section 9: Personal Insights (p. 13)

- Answer each of the short essay questions (500-word limit per essay question)

Section 10: Short Bio (p. 13)

- Attach a short bio (150-word limit)

Section 11: Letters of Recommendation (p. 13)

- Each applicant is strongly encouraged to submit at least two letters of recommendation

Section 12: How did you learn of this initiative of Leadership Pittsburgh, Inc.? (p. 14)

- Include a brief description of how you learned about Leadership Pittsburgh and CLCV

Section 13: References (p. 14)

- Provide two references who can attest to your leadership capabilities



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COMMUNITY LEADERSHIP COURSE FOR VETERANS™ APPLICATION

Section 1: Personal Data

Full Name: _____

Home Address: _____

Home Phone: _____ Personal Email: _____

Gender: ___ Male ___ Female Date of Birth: _____ Age: ___

Race/Ethnicity*: _____ Disability*: _____

*This information is optional.

Section 2: Student Information

Skip this section if you are not currently a full-time or part-time student.

Name of School: _____

Name of Degree/Certification Program: _____

Area of Focus: _____

Number of credits remaining for completion: _____



Section 3: Employment Information

Skip this section if you are a full-time student.

Position/Job Title: _____

Employer: _____

Size of Organization/Total Number of Employees: _____

Work Address: _____

Work Phone: _____

Work Email: _____

Section 4: Employer Agreement (If Applicable)

Skip this section if you are a full-time student.

Because a portion of the CLCV sessions are held during normal business hours, the support of your employer/organization is imperative. The applicant is expected to obtain this support, and completion of this section indicates the applicant has done so. The head of your business or organization may be contacted. All active service members are required to submit a letter of support from their commanding officer acknowledging the time commitment of the program in addition to the Employer Agreement.

Supervisor/Head of Organization: _____

Name of Business/Organization: _____

Title: _____

Work Address: _____

Work Phone: _____ Work Email: _____



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Section 5: Person who referred you to CLCV™ (if different from above) *Skip this section if you are self-nominating.*

Please list the individual within your network (organization/professional/personal) who has been the most influential in your decision to apply to the Community Leadership Course for Veterans program. In the event of your acceptance into the program, this individual, along with the person listed in the Employer Agreement section above, will be extended an invitation to join you at the CLCV Welcome Orientation & Reception at the beginning of the program year and at the CLCV Graduation Reception at the end.

Name of the Referrer: _____

Name of Business/Organization: _____

Title: _____

Work Address: _____

Work Phone: _____ Work Email: _____

Section 6: Civilian Professional/Educational Background

Please answer the professional/education background section OR attach your resume to the application.

Civilian Professional Experience: (If Applicable)

List past and present employment highlights including employer, job title, a brief job description, and dates of employment. Note: Should your employment status change after you have submitted your application, please call the Leadership Pittsburgh Inc. office at 412.392.4505 and email marie@lpinc.org so that this information can be presented to the CLCV Selection Committee.

Civilian Work Experience 1 (most recent)

Employer: _____

Job Title: _____

Dates of Employment: _____

Brief Job Description: _____



Civilian Work Experience 2

Employer: _____

Job Title: _____

Dates of Employment: _____

Brief Job Description: _____

_____**Civilian Educational Experience**

List civilian educational highlights and include dates, coursework completed, degrees or certificates obtained, fields of study, training programs, and awards. List any educational activities ongoing at the time of application.

Note: Should your education status change after you have submitted your application, please call the Leadership Pittsburgh Inc. office at 412.392.4505 and email marie@lpinc.org so that this information can be presented to the CLCV Selection Committee.

Civilian Educational Activity 1 (most recent)

School/Institution: _____

Degree/Certificate: _____

Field of Study: _____

Graduation Date: _____

Awards/Recognitions: _____

*Civilian Educational Activity 2 (most recent)*

School/Institution: _____

Degree/Certificate: _____

Field of Study: _____

Graduation Date: _____

Awards/Recognitions: _____

Professional Activities

List, in order of importance, the employer-related or professionally based activities in which you participate or have participated. For each activity, state the nature of your participation including leadership positions held, special recognition received, and the date(s) of your involvement.

Professional Activity 1

Activity Name: _____

Role in Activity: _____

Activity Date: _____

Awards/Recognitions: _____

Professional Activity 2

Activity Name: _____

Role in Activity: _____

Activity Date: _____



Awards/Recognitions: _____

Section 7: Military Professional/Educational Background

Please include a DD Form 214 with your application as proof of your military service. If a DD Form 214 cannot be obtained, please submit a current ERB or ORB instead. *PLEASE BLACK OUT YOUR SOCIAL SECURITY NUMBER – we do not want/need/require this information.* Only applicants without a dishonorable discharge will be considered for CLCV™. If you received a discharge from the military that was less than honorable, please include a brief description of the reason for your discharge. Application materials are confidential and will be shared only with the small group comprising the CLCV Selection Committee.

Military Professional Experience

List past and present military employment highlights including employer, job title, a brief job description, and dates of employment. Note: Should your employment status change after you have submitted your application, please call the Leadership Pittsburgh Inc. office at 412.392.4505 and email marie@pinc.org so that this information can be presented to the CLCV Selection Committee.

Military Work Experience 1 (most recent)

Unit: _____

Title of Position Held: _____

Dates Assigned: _____

Brief Summary of Duties: _____

Military Work Experience 2

Unit: _____

Title of Position Held: _____



Dates Assigned: _____

Brief Summary of Duties: _____

Military Educational Experience

List civilian educational highlights and include dates, coursework completed, degrees or certificates obtained, fields of study, training programs, and awards. List any educational activities ongoing at the time of application. Any changes to this post submission of application should be reported to LPInc. per above.

Military Educational Activity 1 (most recent)

Degree/Certificate: _____

Graduation Date: _____

Awards/Recognitions: _____

Military Educational Activity 2

Degree/Certificate: _____

Graduation Date: _____

Awards/Recognitions: _____



Section 8: Community Involvement

List, in order of importance, the community and civic (including faith-based) service activities in which you participate or have participated. For each activity, state the nature of your participation, including leadership positions held or special recognition received.

Community Activity 1

Activity Name: _____

Role in Activity: _____

Activity Date: _____

Awards/Recognitions: _____

Community Activity 2

Activity Name: _____

Role in Activity: _____

Activity Date: _____

Awards/Recognitions: _____

Community Activity 3

Activity Name: _____

Role in Activity: _____

Activity Date: _____



Awards/Recognitions: _____

Section 9: Personal Insights

On separate piece paper, please answer each of the following questions within the requested word limits:

1. How do you anticipate being able to use your military experience and skills in civilian leadership roles? (500-word limit)
2. Describe one major issue facing the Pittsburgh region that you would like to impact. (500-word limit)
3. Describe one life experience that had a significant effect on your personal development. (500-word limit)

Section 10: Personal Bio

Please attach a personal bio that provides a brief narrative description of your military, work, and educational experiences. Bios should be fewer than 150 words.

Section 11: Letters of Recommendation

The Community Leadership Course for Veterans Initiative Selection Committee considers letters of recommendation in the application process. We strongly encourage each applicant to submit at least two letters of recommendation.

Recommendations are due in to the Leadership Pittsburgh Inc. office by **April 30, 2021 at 5:00 pm**. These can be submitted along with your application or sent separately via the online form on our website, by fax to 412.392.4505, by e-mail to marie@lpinc.org, or by standard mail to our office at:

Leadership Pittsburgh Inc.
650 Smithfield Street, Suite 1110
Pittsburgh, PA 15222



Section 12: How did you learn of this initiative of Leadership Pittsburgh Inc.?

Please include a brief description of how you learned about Leadership Pittsburgh Inc. and CLCV™.

Section 13: References

Please list the names, addresses, phone numbers, and email addresses of two individuals who can attest to your leadership capabilities. Additionally, please list the names of any graduates of Leadership Pittsburgh Inc. whom you know. (A complete list of graduates is available on www.lpinc.org). Any of these individuals may be contacted.

Reference #1 Name:

Address:

Phone:

E-Mail:

Reference #2 Name:

Address:

Phone:

Email:

Leadership Pittsburgh Inc. graduates you know: