



## 2024-2025 San Antonio Post Leadership Lab Candidate Application Form

Below is the SAME San Antonio Post Leadership Lab three-page application form. Please type or print in ink. Use only the space provided. Avoid attaching/submitting additional pages except to expand on your personal statement. This application must be emailed to arrive no later than August 9, 2024 at [cbond@boldconcepts.com](mailto:cbond@boldconcepts.com) and [cdeines@hjdcapital.com](mailto:cdeines@hjdcapital.com) with the subject line as “2024-25 SAME San Antonio Post Leadership Lab Application – Your Name.” Having a mentor is a requirement for participating in our Leadership Lab Program (see the section on APPLICANT COMMITMENT on page 3. You may already have a mentor. If not, you can get one through the Post's Mentoring Program. Simply complete the Mentee Application on pages 4 and submit it with your Leadership Lab application. You can contact Leadership Lab Co-Director Cathy J. Bond-Cassidy at 210-683-0392, or Cade Deines at 210-303-2400 with any questions or alternative forms of delivery.

### Section One: Personal Information, Education and Employment

Full Name: Last	First	Middle/Maiden	Preferred First Name	DOB	M/F
Position/Title	Company Name		Business Address	City	Zip
Work Telephone	Fax	Email Address			
Name of Current Supervisor/Title		Address	Telephone	Fax	Email
Shipping Address		City	Zip	Home Telephone	

Education, Part I: List schools, years attended, degrees obtained and fields of study

1. Graduate Degree/University:
2. Undergraduate Degree/University:

Education, Part II: List continuing education/training acquired during the last 12 months

- 1.
- 2.
- 3.

***Present Employment:***

Describe your present position, length of service, scope of responsibility.

## Section Two: Community Involvement

List civic, professional, religious and other organizations in which you are currently or have been recently involved. Indicate office, committee and/or leadership position held if appropriate. (Limit 2)

- 1.
- 2.

## Section Three: Personal and/or Business Achievement

Describe business accomplishments, awards, and/or honors as well as describe any appointments to any boards or commissions. (Limit 3)

- 1.
- 2.
- 3.

List three of your most important personal accomplishments and why you consider them as such. (Limit 3)

- 1.
- 2.
- 3.

## Section Four: Goals

Describe your goals in the following categories:

Personal (Limit 3):

- 1.
- 2.
- 3.

Business/Career (Limit 3):

- 1.
- 2.
- 3.

Describe both a leadership strength and a leadership weakness that you wish to enhance and/or improve during the Leadership Lab:

1. Strength:
2. Weakness:

## Section Five: Personal Statement

Provide a short personal statement on why you are applying for the SAME San Antonio Post Leadership Lab and why the Advisory Board should select you. (You may use a separate page if needed.)

**ELIGIBILITY:**

An applicant must be:

A SAME and San Antonio Post member in good standing and maintain his/her membership in good standing throughout the duration of the lab.

An independent agent, professional and/or consultant, in business or government, a minimum of two (2) years with established client base, or

A person who has, for a minimum of one (1) year, been in mid-management and has had responsibility for budgets, people management, and/or other business aspects of his/her group/department.

**TUITION:**

If selected for the Leadership Lab, the tuition is \$250. Please indicate below who will pay tuition on your behalf.

Firm                      Self

**SUBMITTAL**

Send the completed application with the Subject Line: **the Subject line 2024-25 SAME Leadership Lab Application - Your Name** to Course Directors Cathy Bond-Cassidy, cbond@boldconcepts.com and Cade Deines at cdeines@hjdcapital.com.

**SELECTION PROCESS:** Co-Directors and selected Leadership Lab Team, will select the class. Qualified candidates will be notified of their acceptance.

**SAME SAN ANTONIO POST LEADERSHIP LAB PROGRAM SCHEDULE:**

Recruitment	June – 9 Aug 2024
Selection	August 2024
Orientation	Late August 2024
Sessions	September 2024 – Feb 2025
Graduation	March 2025

**APPLICANT COMMITMENT:**

I understand that SAME San Antonio Post Leadership Lab is an integrated seven-month learning series. I acknowledge that, if chosen as a participant, the following commitments are required:

a. Attendance is essential at all scheduled sessions if I am to get the full benefit of the lab through interaction with fellow students, class mentors, and speakers. I understand that more than 2 absences may lead to my being dropped from the program without reimbursement. Local participants **MUST** attend in person. I **commit to my full attention and participation** in the Leadership Lab throughout all sessions. This includes:

- Attend, in person, 10 ea 2-hour lab sessions starting in September 2024 thru Feb 2025 as outlined on the class schedule.
- Set aside necessary preparation time for each lab session.
- Participate in the Leadership Lab team building, service and social activities that could be held after work hours or on weekends.

- Participate in at least one (1) San Antonio Post meeting /luncheon and volunteer at a scheduled Post event during the Leadership Lab.
- Meet with your mentor at least 5 times before graduation. If you do not already have a mentor, complete the mentee application below and submit it with your Leadership Lab application to get a mentor assigned to you through the Post's Mentoring Program.
- Serve on a Committee to organize and plan Lab events. Committees include: LLAB Leader, Graduation, Community Service, Social, SAME Participation, and Recorder, etc.
- Allocate the time necessary to fulfill all graduation requirements.
- Avoid any interruptions in lab participation except under emergency or urgent circumstances.
- Refrain from telephone calls, e-mail, texting or other work during lab sessions.
- Be on time for each lab session as it is essential to the learning process and a courtesy to speakers and fellow participants.

c. I understand and agree that my participation in the Leadership Lab Program is granted by the SAME San Antonio Post. If, at any time, the co-directors, in its sole discretion, determines that my continued participation may be detrimental to the program, to my fellow participants, or to the program facilitators, this license may be revoked without notice.

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Applicant's Signature

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Date

**EMPLOYER COMMITMENT:**

As the Applicant's employer, we approve his/her application to SAME San Antonio Post Leadership Lab Program and will endorse and support his/her participation if chosen, and acknowledge the time, effort and commitment required of a participant. By signing this document, we acknowledge the foregoing conditions for participation in SAME San Antonio Post Leadership Lab Program.

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Employer/Supervisor's Printed Name                      Telephone No.

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Employer/Supervisor's Signature and Title

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Date

After graduation, Leadership Lab participants are expected to maintain their SAME membership in good standing and also use the skills, knowledge and experience gained to be an "active participant" in SAME and/or Post leadership roles, events and volunteer activities to help The Society meet the goals and objectives of the SAME Strategic Plan.

## B. Mentee Application

Name		Date	
E-mail		Phone #	
School		Major/GPA	
Emergency Contact Name/Phone #			
SAME Membership Level: # years as SAME member: _____		<input type="checkbox"/> Young Member <input type="checkbox"/> Scholarship Recipient (Year: _____) <input type="checkbox"/> Member <input type="checkbox"/> College Student (Year: _____)	
Mentor Preferences: <input type="checkbox"/> No preference		<input type="checkbox"/> No preference <input type="checkbox"/> SAME Fellow <input type="checkbox"/> Young Member <input type="checkbox"/> SAME Member  <input type="checkbox"/> No preference <input type="checkbox"/> Same gender ( <input type="checkbox"/> M <input type="checkbox"/> F ) <input type="checkbox"/> Specific age range <input type="checkbox"/> Similar interests <input type="checkbox"/> Specific profession <input type="checkbox"/> Other (indicate): _____	
What do you hope to accomplish as a SAME mentee?			
Have you been mentored before? What worked and what didn't work?			
What are your academic and career goals?			
What are your extracurricular activities? (Briefly describe roles/responsibilities, length of service, etc)			
Describe your work and technical skills.			
Additional experiences			
Licenses and Certifications			
Education			
Continuing Education			
Involvement in SAME			
What are your passions, hobbies, talents, and interests?			
<input type="checkbox"/> Reading (Genre): _____ <input type="checkbox"/> Music (Genre): _____ <input type="checkbox"/> Outdoor activities: _____ <input type="checkbox"/> Sports: _____ <input type="checkbox"/> Volunteer (describe): _____ <input type="checkbox"/> Other (indicate): _____			
Application deadline:			
Matching ends:			
Notifications by:			
Mentoring begins			