



## 2022-2023 Leader Development Program

### Application Instructions

Deadline to Apply: **December 6, 2021**

The Society of American Military Engineers (SAME) seeks creative and innovative problem solvers to participate in the Leader Development Program (LDP). Working with support from the SAME Foundation, LDP identifies and cultivates talent from within the SAME membership. Through this program, SAME fills a vital training gap within our industry, delivers value to our members and Posts, and ensures strong leadership for the future our nation. The target participant is an enthusiastic, mid-career professional dedicated to the mission and strategic direction of the Society.

#### Who May Apply?

Members of the Society of American Military Engineers with at least one-year membership in the Society as of **December 6, 2021**, and with at least five years of progressive professional experience may apply.

#### Program Overview

The program is a yearlong commitment beginning at the SAME Joint Education and Training Conference. The graduation will be held at JETC 2023.

The one-year program is broken into three themes:

1. **Know Yourself**
2. **Know Your Team**
3. **Know Your Future**

The program will kick-off the year with a classroom session at JETC 2022 facilitated by a professional experienced in the science of personality strength assessment and leadership coaching. The goal of the classroom session is to identify how each candidate's perception of the world around them informs their decision-making, and ultimately defines their values and beliefs. JETC 2022 will set the foundation for the rest of the year.

The inaugural class will consist of 20 participants, 1 from each SAME region, 1 from the International Committee, and 2 at-large participants.

#### KEY DATES

**Program Year**  
May 2022– May 2023

**Application Period**  
October 4 – December 6, 2021

## Program Objectives

- Support the development of the next generation of world class military, government, civilian, and industry leaders for the Society and our Nation.
- Understand individual strengths and how to apply these strengths to achieve success.
- Understand team concepts including roles, responsibilities, accountability, and groups.
- Develop leadership skills through training, assignments, a service project, and other opportunities.
- Foster engineering leadership for the Nation!

## Program Details

### *Methodology*

Training information will be presented through a combination of classroom-style lectures, seminars, simulations and hands-on experiences (a project) throughout the program year with participants engaging in detailed class discussions and synthesizing concepts for application in their current leadership roles.

### *Reading Assignments*

Participants are required to read and be prepared to discuss 3 books during the program. A reading list will be furnished to participants. Do not buy the books until the final list is confirmed. Purchase of the books will be the responsibility of the participant. Examples include:

<b>Possible Reading List</b>		
<b>Book</b>	<b>Author</b>	<b>Pages</b>
21 Irrefutable Laws of Leadership	John Maxwell	256
Know your Teams: Good to Great	Jim Collins	320
How to Win Friends and Influence People	Dale Carnegie	291
Start With Why	Simon Sinek	256
The Carpenter	John Gordon	160
Precious Present	Spencer Johnson	80

### *Mentoring*

Participants will select a mentor to help shepherd their professional development throughout the year. If a mentor isn't readily available, participants can ask their Post President or Regional Vice-present for suggestions. The Academy of Fellows has agreed to pair participants up with a fellow, if needed.

### *Utilization Project*

The Utilization Project Implementation Capstone (UPIC) requires that LDP participants make use of the leadership skills gained throughout the program. By initiating, leading, and completing a UPIC of their choice, participants apply their knowledge gained and skills learned through the program as well as providing service, leadership, and value to the Society and our members.

UPIC's can vary due to the participant's interest, chosen level of Society participation (Post, Regional, or National), local or national committee interests/needs, and availability to provide service to any SAME member, Federal Agency, SAME strategic partner, Posts, Regions, or

SAME National. All UPIC's should be coordinated with mentors and will be approved by the SAME Executive Director to ensure tangible and valuable outcomes.

UPIC topics and execution should include the strengths and desires of the candidate as well as the mission, vision, and values of the Society.

## **Participation Outcomes**

Upon completion of the 2022-23 Leader Development Program (LDP), participants will gain the following in preparation for increased leadership responsibilities:

- 150+ hours of formal leadership training
- A perspective larger than their organization
- Ability to understand and embrace change
- Incorporate the perspectives of peers, customers, stakeholders, and industry partners
- Ability to make timely, sound, and risk-based decisions
- Understand how leaders articulate and use vision and values
- The power of diversity
- Promote cooperation, coalition team building and networking
- Develop knowledge and skills necessary to form relationships, teams and partnerships
- Develop an understanding of mission, vision, and challenges of partnering agencies and stakeholders
- Learn to think strategically
- An understanding of government and

## **Participant Responsibilities**

### ***Commitment of Time***

Selection and participation is a privilege. Participants must commit to the time during and after normal duty day hours. Participants must be able to travel. Participation is entirely voluntary. Most employers cannot afford for staff members to engage in a yearlong program where the employee will be away from their office responsibilities. Therefore, this program has been designed to offer optimal benefits using the least amount of out-of-office time possible. Estimate time required by participants:

- 2022 JETC – 3 days (up to 8 hours of formal training)
- 2022 SBC -- 3 days (up to 2 hours of formal training)
- 2023 JETC – 3 days (up to 4 hours of formal training)
- Monthly Webinars and Book Discussions – 20 hours
- Monthly Preparation and Reflection – 14 hours
- Reading Assignments – 24 hours

### ***Attendance***

Program participants will be expected to attend all on-line class sessions, as well as JETC 2022 and JETC 2023. If a participant misses more than **three (3) hours** of program sessions, or a **mandatory program session**, he or she may be dropped from the program. All mandatory sessions (listed with an \*) and other session dates are listed below. Employees must work out the time and absences in accordance with their organizational policies.

We understand conflicts do come up. For the program, your work comes first. If a conflict does arise, contact SAME to discuss alternatives. In most cases, the webinars are recorded and can be watched when more convenient.

### ***Program***

Participants will meet with leaders from government, private sector, and academic fields to discuss issues impacting government and explore each topic with special attention focused on building core competencies. The 2022-23 Leader Development tentative session dates are as follows:

<b>Date(s)</b>	<b>Session</b>	<b>Module</b>
May 2022 (JETC)	Know Your Self	Self
June 2022	Team Performance	Team
July 2022	Leading Global Teams	Team
August 2022	Business Acumen/Financial	Team
September 2022	Personal Vision/Goal Setting	Future
August 2022	UPIC Proposal Submission	
October 2022	Milestone Planning/Time Management	Future
November 2022	Career Transition	Future
December 2022	No Formal Session – Holiday Break	
January 2023	Leadership Challenges - Lessons Learned - #1	
February 2023	Leadership Challenges - Lessons Learned - #2	Future
March 2023	Leadership Challenges - Lessons Learned - #3	Future
April 2023	Project Final Presentations	
May 2023	JETC 2023 - Leadership Track Sessions	
May 2023	JETC 2023 - Graduation	

### **DATES ARE SUBJECT TO CHANGE**

### ***Program Tuition Cost***

The SAME Foundation is covering the fee to participate in the Leader Development Program thanks to the generous funding of individual members, sustaining members, and friends of the Society. Participants will have their JETC 2022, SBC 2022, and JETC 2023 registration, travel, lodging, associated travel expenses, training and administrative costs paid by the SAME Foundation. Salary, books and all other materials are paid for by the participant or the participant's organization.

### ***Benefit***

The estimated cost avoidance/savings to organizations for the 2022-23 Leader Development Program is conservatively estimated at **\$5000** per participant based on each participant taking these courses individually outside of the program. The program is expected to provide 150+ professional development hours (PDH).

## The Application

Each applicant must submit the following as part of the application:

- Online Application and Answers to Narrative Questions**
- Resume**
- Letter of Recommendation from Employer**

In the online application, participants are asked to respond to the following questions:

1. Referring to your biographical information, education and work experience explain how you meet the selection criteria?
2. Provide a brief synopsis of your background, including activities, which show possession of the ability to lead and/or manage. Outside activities include leadership in performing various community, religious, and civic programs and activities.
3. What do you expect to gain from the LDP experience and how do you see that effecting your leadership capabilities in the future?
4. How do you see applying what you gain from the program towards your future involvement in the Society?

Each applicant must submit a letter of recommendation from her or his direct supervisor, stating why they are a solid candidate for this program. If the supervisor is unavailable, submission of a short statement regarding their unavailability and a letter from a former supervisor, or someone in a leadership position above the applicant's supervisor will be accepted. A letter from a Post leader may be substituted if an employer is not available.

## Deadline

Applications will be accepted from **October 4 through December 6, 2021**.

All applications **MUST** be submitted electronically no later than midnight (Eastern Standard Time) on **December 6, 2021**, for consideration.

**Please note: Late, or Incomplete applications will not be considered.**

## Selection Process (Dates subject to change.)

- Post President begins reviews on **December 6, 2021**.
- The Post President will forward each applicants' completed application package containing all required information and signatures to their Regional Vice-president no later than midnight on **December 10, 2021**.

- Regional Vice-presidents will review the applications, conduct interviews in conjunction with the Post Presidents, if needed, and select one (1) participant to forward to the AOF Selection panel for confirmation by **January 17, 2022**.
- Regional Vice-presidents will also select one (1) alternate by **January 17, 2022** in the event the main candidate withdraws, or another region is unable to choose a participant from within their region.
- An SAME Academy of Fellows (AOF) review panel will review the RVP submissions to ensure all the participants and alternates meet the program criteria and assign any alternates, if necessary. Final selections and alternate confirmations are due from the Academy on **February 7, 2022**.
- SAME will inform selected participants and alternates of their status by **February 14, 2022**. All non-selected applicants will also be notified.
- Participants will have until **March 4, 2022** to accept the position.
- SAME will inform alternates of their final status by **March 7, 2022**.
- Participants prepare for JETC from **March to May 2022**.

## Review Criteria

Candidate applications will be rated on the following:

- Leadership across functional and geographic boundaries
- Leading change
- Vision
- Future Contributions to the Society

## To Apply

1. Log into your member account: <https://www.same.org/Login>.
2. Go to Member Account.
3. Scroll down to the “LDP” section.
4. Click on “LDP Application” to begin your application.
5. Then click on “LDP Document Upload” to upload your resume and letter of recommendation.
6. Once completed and uploaded, you will be able to revise the application by clicking on “My LDP Application” or update your documents using the “My LDP Documents” link.
7. No changes will be allowed after December 6th.

## For More Information

To learn more about the Leader Development Program, visit: <https://www.same.org/ldp>.

*SAME provides equal opportunity for all persons without regard to race, color, sex, age, national origin, religion, gender, disability, sexual orientation, marital status, or political affiliation.*