



**NAVAJO COUNTY LEADERSHIP ACADEMY  
PROGRAM APPLICATION**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Department: \_\_\_\_\_

Job Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Total length of Navajo County Employment: \_\_\_\_\_

Training location preference: \_\_\_\_\_ North County \_\_\_\_\_ South County

As part of my expected leadership responsibilities, I (check all that apply):

\_\_\_\_\_ Supervise staff (number of direct reports \_\_\_\_\_)

\_\_\_\_\_ Serve as project lead: \_\_\_\_\_

\_\_\_\_\_ Other: \_\_\_\_\_

The classes and dates are below. You will need to complete all courses, there are two dates that you can choose from with the exception of the first course and the last two courses. Those courses only have one date. This application is for the Navajo County Leadership Academy certificate which includes completion of the following courses:

- **Strategic Thinking/Innovation – January 22, 2014, 11:00 a.m. to 4:00 p.m. at Snowflake Fire Department (Both classes together)**
- **Leadership & Team Building – February 5 & 19 9:00 a.m. to 1:00 p.m.**
- **Transition to Role of Supervisor – March 5 & 19 9:00 a.m. to 1:00 p.m.**
- **Finance/Budget – April 2 & 16 9:00 a.m. to 1:00 p.m.**
- **Conflict Resolution – May 7 & 21 9:00 a.m. to 1:00 p.m.**
- **Change Management – June 4 & 18 9:00 a.m. to 1:00 p.m.**
- **HR Practices – July 2 & 16 9:00 a.m. to 1:00 p.m.**
- **Performance Management – August 6 & 20 9:00 a.m. to 1:00 p.m.**
- **Managing in a Political Environment – September 3 & 17 9:00 a.m. to 1:00 p.m.**
- **Ethics – October 1 9:00 a.m. to 1:00 p.m. at Snowflake Fire (Both classes together)**
- **Student Academy Presentations October 15 9:00 a.m. to 1:00 p.m. at Snowflake Fire (Both classes together)**

Requirements for certificate:

The participating employee must provide signed approval from his or her Department.  
(see below)

The participating employee must attend **all** of the courses outlined in the registration form. (If necessary, there may be make-up courses for certain topics or the classes may be offered more than once.)

Please submit applications to Melissa Buckley in the Administration office.

**Please state why you want to participate in this Leadership Academy.**

**I am committed to completing all the required courses for the Navajo County Leadership Academy.**

\_\_\_\_\_  
Participant Name (print)

\_\_\_\_\_  
Participant Signature of Commitment

\_\_\_\_\_  
Date

=====  
**I support the full participation of this employee in the Navajo County Leadership Academy. I will ensure that this employee is able to attend the required courses.**

\_\_\_\_\_  
Director/Official (print)

\_\_\_\_\_  
Director/Official Signature

\_\_\_\_\_  
Date

*Applications will not be processed without signatures*