



## Emerging Public Works Leaders Program Rules & Conditions

The **APWA Wisconsin Chapter** established the Emerging Public Works Leader Program to foster the growth of new leaders within the organization.

### PROGRAM OVERVIEW:

The program consists of two individuals, the Emerging Leader and the Mentor. The active participation of both individuals is critical to the success of this program. Candidate(s) will be selected to the Emerging Public Works Leaders Program annually.

Candidate requirements for the EPWLP:

- (1) Shall have less than seven years of experience in the public works field, or be in a new public works role.
- (2) Shall have demonstrated an interest in advancing their career within the profession.
- (3) Does not need to be a member of APWA to participate; participants shall be from either a public works agency or private company working in the public works field.
- (4) Shall secure a Mentor for the program who is currently a member of APWA.
- (5) Shall have the support of their employer in regards to time commitment and event participation.

Recipient requirements for the EPWLP:

- (1) Upon acceptance to the program, shall be required to join APWA and serve on an event, technical, and/or standing committee for a minimum of 2 years. Actual committee selected shall be at the discretion of the Emerging Leader with advice from the Mentor.
- (2) With assistance from their Mentor, shall submit an application for the Emerging Leaders Academy to APWA National. For more information, click on this link (<http://www3.apwa.net/learn/Emerging-Leaders-Academy>)
- (3) Shall attend the PWX in Kansas City, Missouri - August 26-August 29, 2018. Before attending PWX, the Wisconsin Chapter will assign a conference mentor if the mentor chosen will not be attending PWX.



- (4) Shall prepare a written report and submit to the Executive Committee at the first scheduled chapter conference after PWX. This report shall outline the programs & events attended along with a summary of their overall experience.
- (5) Shall meet quarterly with their Mentor
- (6) Shall work with the Executive Committee to select a topic to research either alone or with the other selected candidate(s) and present at an upcoming chapter conference and/or provide newsletter articles regarding the topic. The project is meant to give the individual an introduction into APWA and is not an exhaustive research project.



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Mentor requirements for EPWLP:

- (1) You must agree to assist the candidate throughout the application process. Should they be accepted to the program, you shall assist and mentor the Emerging Leader for a period of two years.
- (2) Shall provide logistical advice and support throughout the PWX if the mentor is planning to attend. The mentor is responsible for all travel, lodging and incidental expenses incurred to attend PWX.
- (3) Shall be willing to volunteer your time to freely share your public works related knowledge and experience with your assigned Emerging Leader.
- (4) APWA membership is required to participate as a Mentor.
- (5) Shall assist the Emerging Leader with their application to the Emerging Leaders Academy at APWA National.
- (6) Shall meet quarterly with the Emerging Leader establish and monitor the progress of clearly defined goals for leadership growth within their chosen Public Works career.

### **SELECTION CRITERIA:**

Applications from qualified candidates will be initially reviewed by the Leadership & Management Committee. **Deadline for applications is May 18, 2018.**

The Leadership & Management Committee will forward a maximum of two (2) nominations for the EPWLP to the Executive Committee at the **June 2018** meeting.

The Executive Committee will vote on the Emerging Leader(s) from the nominations. Upon selection, the Leadership & Management Committee will work with the successful candidate(s) and their mentor(s) to prepare an application to the National APWA Emerging Leaders Academy, which is **anticipated to be due early August 2018.**

In accordance with the diversity goals of the Chapter, the Leadership & Management Committee will actively seek the participation of qualified applications from women and minority candidates. The criteria for nomination to the program shall consist of the following:

- (1) Applicant meets the candidate requirements
- (2) Applicants demonstrated commitment to the industry
- (3) Applicants skills, background and personal growth
- (4) Letters of recommendation

### **PROGRAM BENEFITS/COSTS:**

The APWA Wisconsin Chapter will reimburse the program participant for the registration, hotel, travel expenses, Chapter dinner, and other meals for the 2018 PWX, in Kansas City (up to \$1,850.00). All other expenses will be the responsibility of the program participant. Detailed receipts shall be submitted within two (2) weeks of the close of PWX to the Leadership & Management Committee chair to be reviewed and forwarded to the Chapter Treasurer for reimbursement.

In the event the participant is accepted in the National APWA Emerging Leaders Academy, the participant will be required to find financial support for attendance at the 2019 PWX per the National APWA Emerging Leaders Academy program agreement form.