



## Greater Kansas City Federal Executive Board

# FELD Program

“Serving as a premier inter-agency leadership program engineered for developing and supporting future leaders to deliver exceptional results in a dynamic environment”

## Federal Emerging Leaders Development (FELD) Program Application

FELD is a 9 month program (Oct-June) targeted towards GS-9 through GS-12 or equivalent to develop and support future leaders within the Federal government. Participants interact with local executives, work in groups, refine their writing and speaking skills, share information and explore unique challenges. FELD Participants are selected through a competitive review process by the FELD Council. For quality purposes, the program is limited to 24 cohort members.

Class sessions will be held the second Tuesday of every month from October – June, approximately 7:30 a.m. – 4:30 p.m. Session activities will include: self-assessments, team building, continuous improvement tools, change management skills, conflict resolution training, public speaking and writing skills workshops, as well as federal, state, local, and military departmental visits. Classroom sessions are augmented by each participant’s completion of a Leadership Project. Participants are expected to attend, in-person, ALL program sessions with any absences (including late arrival and early departure) approved in advance by employee’s supervisor and FELD Program Manager.

### **Participant Requirements:**

- Ideal participants are GS-9 through GS-12 or equivalent.
- Should be highly motivated, seeking increased responsibility in the federal government, and possess a desire to improve their leadership skills.
- Expected to spend personal (non-work) time on reading and any tasks needed to prepare for program sessions.
- Provide the Federal Executive Board with feedback about the program.

### **Requirements for Supporting Agencies:**

- Support FELD participants in attending all of the 9 sessions in the program.
- Pay the tuition fee in full by the deadline of September 27, 2019.
- Provide the Federal Executive Board with feedback about the program.

**TUITION FEE: \$1000.00 per person due by Friday, September 27, 2019**

*No refunds will be given after the Orientation Day.*

**CLOSING DATE: Friday August 09, 2019 (applications must be received by this date)**

**All applicants will be notified of their acceptance or waitlist placement via email by Friday, September 6, 2019.** Selected applicants to confirm participation with online registration and payment; link to be sent with notification of selection into program. Government purchase orders or credit cards or personal credit card payments are accepted. Fees will be used to cover self- assessments, classroom speakers and course materials.

Additional program information may be found at <https://kansascity.feb.gov/feld/>



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## Federal Emerging Leaders Development (FELD) Program Application

Please complete this application thoroughly, providing information about yourself that you believe to be the most outstanding and relevant.

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Name Last/First/MI

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Position/Title/Series/Grade/Rank

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Business Address

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Business Phone/Email

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Supervisor's Name/Email

Please attach the following documents to your application (PDF format preferred):

- One single page response to application questions
- One single page letter of recommendation
- Current resume

The following questions will also be used to assess your written communication skills. Your response to all three questions should be no more than one page.

1. Given the opportunity to influence a significant change in the federal government, provide an example of an issue you would address. How would you address it? What approach would you take? Who would you work with and why? What resources would you need?

2. Why do you want to be selected for FELD and what do you hope to gain from participating?

3. What are three qualities that you consider to be inherent in every superior leader? Explain why those qualities are important to effective leadership.



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**By signing this agreement, I acknowledge the foregoing conditions for participation in the Greater Kansas City FEB's FELD Program.**

I, \_\_\_\_\_, wish to participate in the Greater Kansas City Federal Executive Board's FELD Program. In order to apply for the program, I must have the support of my agency and supervisor before continuing to fill out the application packet. I understand that in order to participate in the program I will be away from my normal work duties one day a month over a 9-month period. I understand that I must be at every session and any emergency absences must be approved by my supervisor and FELD Program Manager. I understand that if I miss more than two sessions (16 hours) I will not be able to graduate from the program. I will spend personal (non-work) time on reading and other tasks related to the program. I am committed and willing to complete this program while performing other duties required in my job.

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Applicant Signature

Date

I, \_\_\_\_\_, fully support the above applicant and his/her application to FELD and believe he/she is a suitable candidate for the program. If he/she is selected, I will allow him/her to spend one day per month over a 9-month period away from work to attend the program sessions and will support his/her efforts to successfully complete the program. I understand that he/she must be at every session and any emergency absences must be approved by me and FELD Program Manager. I understand that if he/she misses more than two sessions this will affect his/her graduation.

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Supervisor Signature

Date

**Submit complete application package by August 09, 2019, 5:00 PM, via one of the following:**

MAIL APPLICATION TO: Greater Kansas City Federal Executive Board  
2300 Main Street, Suite 2NE-521  
Kansas City, MO 64108

OR E-mail to: Larry Hisle at [larry.hisle@gsa.gov](mailto:larry.hisle@gsa.gov)

Thank you for your support and cooperation!