



LEADELAWARE
LEADERSHIP AND AGRICULTURE

Applications due November 17, 2023 for Class VII (2024-2026)

Dear Friend of LEADelaware,

The LEADelaware Program (LEADelaware) is accepting applications for Class VII, to be held 2024 - 2026. LEADelaware is an agriculture and natural resources leadership program, led by the Delaware Department of Agriculture and the University of Delaware and in collaboration with agricultural businesses, organizations and other industry sponsors. Interested individuals should review and complete the attached Application Materials no later than **Friday, November 17, 2023**:

- Program Information
- Eligibility and Selection
- Participant Agreement
- Tentative Program Calendar
- Application Form

The Application Materials are available on the LEADelaware website at: <http://sites.udel.edu/leadelaware/>
Please contact the Program Directors if you have any questions about the selection process or any other aspect of the program.

Thank you for making the LEADelaware Program a success.

Sincerely,

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PROGRAM INFORMATION

LEADelaware is an agriculture and natural resources leadership program designed to help build the next generation of leaders within the food and fiber industries. Program Fellows will be better equipped to understand and address challenges related to the local, regional and global food system, economy, and environment. Leadership is critical in any industry, enhancing resilience and adaptability. Leaders in the agriculture and natural resources sectors have the capacity to actively address political, social and economic challenges that threaten the industry on a day-to-day basis. Agriculture and related industries have advanced with new technologies and production strategies, requiring experienced and trained advocates to provide a voice and direction for the future. Industry leaders have the important role of engaging and educating the public and policy makers about the significance and value of the agriculture and natural resources industries.

The LEADelaware Program is part of an international group of over 45 agriculture leadership programs. In the Delaware framework, Program Directors and Curriculum Staff invest in emerging leaders through a hands-on, class and tour based approach. Fellows learn the science and technical aspects of various industry topics; interact with industry professionals and share knowledge and experiences; develop leadership skills and engage in team building exercises.

The LEADelaware Program seeks to recruit a class of 10 to 14 fellows from the state (or employed in the state) of Delaware. Fellows will participate in a two-year program that will:

- Provide an atmosphere of individual and group learning and growth
- Build leadership skills and capacity of the participants
- Provide opportunities for participants to practice these skills within the program
- Facilitate this learning in the context of current agriculture and natural resource issues facing the state, country and world

General Overview:

The Program Directors and Curriculum Committee aim to deliver sessions that are enjoyable, fun and educational, as Fellows address some tough realities of the industry. Fellows will learn from a variety of teaching techniques including lectures, tours and field visits, role playing, discussions, assessments, hands-on learning, reading assignments, and projects. Fellows will learn new skills and be challenged to practice utilizing the training, new contacts and networking opportunities, resources, information, and leadership examples.

Each session will focus on issues threatening the sustainability of Delaware's agriculture and natural resources sectors while integrating lessons on leadership. Fellows will travel the state, surrounding region and abroad and learn about the economics, history, citizens, leaders, agriculture, natural resources, and current issues of the location. LEADelaware sponsoring organizations are offered the opportunity to speak with the class on emerging issues affecting their organizations and companies.

In addition to sessions, Fellows will be assigned readings and some additional study or group work. Fellows will be expected to come prepared for the sessions and present, organize, introduce, and contribute to the sessions.

ELIGIBILITY & SELECTION

Eligibility Requirements:

To be considered for a LEADelaware Fellowship, applicants must have the following qualifications:

- U.S. citizen or permanent legal resident; and a resident of Delaware or working in Delaware agriculture or natural resources for at least 2 years.
- The readiness to be away from their work, families, and other activities for the time required by the LEADelaware program.
- An ability to travel throughout Delaware, the nation and to international destinations. Travel destinations may be outside of participants' comfort zones; however, safety will always be a priority. Participants may spend up to 2 weeks away for the International Study Trip.
- Leadership or emerging leadership experience in areas such as production agriculture, forestry, agribusiness, natural resources, rural or community subject areas.
- Personal goals for improving and applying leadership abilities;
- A willingness to fully immerse himself/herself in the leadership process.
- An interest in being involved in our communities, the state, our country and the world; and values class diversity.
- A commitment to applying learned skills for the benefit of agricultural and/or the natural resources-based industries of Delaware;
- The willingness and ability to pay the \$2,500 tuition by the designated due dates.
- All applicants must submit a completed application form by **November 17, 2023**.

Selection Process:

The selection of applicants is the responsibility of the Selection Committee of LEADelaware which consists of program sponsors and alumni. The LEADelaware Selection Committee will review and screen all applications, conduct applicant interviews (tentatively scheduled for November 29 – December 1), and make final selection decisions. Whether selected or not, applicants will be notified on or about December 15, 2023.

The purpose of conducting applicant interviews is to allow applicants a chance to share their stories and information that may not have been captured by this application. This also allows applicants and members of the Selection Committee and LEADelaware leadership to meet in person. Lastly, the LEADelaware Program urges fellows to learn and practice a variety of skills related to leadership and professionalism – presenting in front of a panel is one way that applicants can demonstrate public speaking skills, organizational skills, and a capacity to effectively convey information.

We are looking for participants from all regions of Delaware with diversity in occupations, education, perspectives, and experience, as well as participants who will contribute to the class as well as gain something from the class. The maximum class size will be 14 participants. Applicants who are not accepted and who remain eligible, will be encouraged to reapply for the next class.

Those involved with various aspects of production agriculture are especially encouraged to apply, as there is a goal to have half of the class be representative of production agriculture. LEADelaware's definition of agriculture is as broad as possible, including, for example, production of forest products, aquaculture, fisheries, the equine industry, greenhouse and nursery production, urban agriculture, honey bees, wine grapes, fruits, vegetables, dairy, livestock, ag-tourism, grain, poultry, etc. Tuition scholarships for producers may be available from various industry organizations.

LEADelaware operates without discrimination on the basis of race, color, national origin, sex, age, or handicap. Diversity within the Fellowship group is desired. The health and safety of all class members, particularly on any national and international trips, and in activities (some of which may include physical activity) is of primary importance.

Once candidates have been selected, they will be required to read and execute the attached participant agreement. Prospective applicants should review this document to ensure that they will be able to agree to these terms.

PARTICIPANT AGREEMENT

LEADelaware believes that Fellows are committed to a program of leadership development and will conduct themselves with integrity, in a manner befitting a leader. Each fellowship opportunity is the property of LEADelaware, not the individual participant; the fellowship will be revoked for any breach of this code of ethics.

I, the undersigned, will abide by the specific expectations and responsibilities as outlined below:

1. LEADelaware operates without discrimination on the basis of race, color, national origin, sex, age, or handicap. I understand that as a participant of the LEADelaware, I will be exposed to points of view, value systems, allegiances, and individual beliefs, which may or may not agree with my own perspectives. I agree to operate in an environment of mutual respect and tolerance of others and their viewpoints.
2. I agree, while participating in any LEADelaware activity, to maintain my personal conduct in a manner befitting a leader and participant in this grant-supported, State-supported, and sponsor-supported partnership program. I agree to manage my own behavior in a manner that will not damage the reputation of the program, nor be subversive or disruptive to my fellow LEADelaware participants or any agents of the program.
3. Due to the significant time, financial resources, and in-kind donations invested in each fellow, full participation is very important. Participants should expect to commit approximately 30 - 35 days in sessions and travel. I agree to arrive on time and participate fully to the end in all scheduled seminars and study tours, excepting for emergency or special cases. Excluding any unforeseen occurrences or changes in my current work or family status, I expect to attend all sessions if selected. In the event that I would be unable to attend all or part of a seminar, I am aware of the following Attendance Policy, as excessive absenteeism could impact my completion of sessions and eligibility to graduate:
 - a. Unexpected Absenteeism: If a Fellow misses all or part of a session because of a medical emergency/health issue (personally or a family member), or other emergency or demand, he or she must notify the LEADelaware Directors as soon as possible to inform them of their situation. The most efficient way to reach Directors is by mobile phone.
 - b. Expected Absenteeism: Fellows with non-emergency absences must notify the LEADelaware Directors in advance of the session to inform them of their situation, as soon as the Fellow is aware of their conflict.
 - c. Fellows who fail to properly notify the LEADelaware Directors in advance (at least two weeks in the case of expected absences) of the session may be billed the actual cost equivalent of meals and lodging. Most rooms, meals, and transportation services are guaranteed with signed contracts along with deposits or full payments, sometimes a year or more in advance.
 - d. Should an individual miss two complete sessions or 35 total hours of session/study tour time, for any reason, they may be dismissed from the program. The LEADelaware Directors will have the right to determine dismissal. No refunds for payments will be given should a Fellow be dismissed.
 - e. A missed session or study tour cannot be made up or substituted in any way.
 - f. The international study tour is an important part of the LEADelaware experience. Reservations will be made months before the trip date. **Fellows who miss the trip due to a non-emergency may be billed the actual cost equivalent of the airline and other meals and lodging expenses. Fellows who have an unexcused absence from the international trip will not be eligible to graduate the program.**
4. I understand that most costs associated with my participation in the LEADelaware program are funded by various sources of grants and donations, plus my tuition contribution. I realize, on occasion, during sessions and study tours, I will need to pay for some of my meals and snacks, and I am responsible for entertainment costs and incidental or additional expenses.
5. I understand that the air and ground transportation costs, as well as all lodging and some meals, for the international study tour are covered by the LEADelaware program and are not the responsibility of the Fellow. It is my responsibility to provide and pay for a current passport and visas for international travel. Depending on international trip costs, trip insurance may be the responsibility of the participant.

6. I agree to provide/pay for my own transportation to/from all sessions. (Transportation costs include parking fees and tolls.) I understand that Fellows may be asked to volunteer with driving a car pool during sessions.
7. Except for LEADelaware program areas specifically noting the involvement of spouses/significant others/guests, I understand that spouses, other family members, and other persons are not permitted to attend. I understand that I am expected to room with someone of my gender, as assigned by the LEADelaware directors and hotel staff.
8. I agree to receive and respond to all important information about upcoming sessions by email. This communication may include agendas, deadlines, reading or prep work and any other program announcements.
9. I understand that speakers, instructors, tour leaders, and guests of the LEADelaware program are coordinated by the LEADelaware staff and Directors and appropriately appointed volunteers. Fellows are expected to be attentive and engaged with speakers, making them feel welcome, which includes taking seriously the responsibility of introducing speakers; asking thought provoking questions; and drafting thank you notes.
10. If selected to participate in the LEADelaware program, I agree to participate in all general activities to the best of my abilities - including group work, homework, serving as meeting manager, and other leadership roles as assigned.
11. I understand there will be no cellular phone or email use during the sessions. There will be adequate breaks allowed to check voicemail or email.
12. I agree to the use of my name, county of residence, titles & affiliations, photograph, and publicity statements that I may make about the program and other reasonable information as may be needed to publicize my participation in this program. This may include photos on LEADelaware’s website and social media sites.
13. I agree to present myself in the appropriate professional manner. Unless otherwise specified on the session agenda, business casual will be expected. There may also be times when closed-toed shoes are required for tours. The definitions of appropriate attire includes:
 - Business Attire: business suit/dress, sport coat/blazer, dress shirt/blouse, tie and dress shoes
 - Business Casual: Collared shirt, dress shirt/blouse, sweater, dress slacks or casual slacks/skirts and casual shoes
 - Casual: Jeans, long shorts, t-shirts, hats, athletic shoes, hiking boots, work shoes, water shoes, etc.
14. I understand that excessive consumption of alcohol or other substances endangers the integrity of the program. I agree to conduct myself in a manner, during all parts of sessions (including unscheduled time and evenings), that will not discredit my reputation, the reputation of the LEADelaware program, or that will keep me from giving my best and full participation.
15. I have read the program description of the LEADelaware Fellowship program and understand the requirements for participation in the program.
16. I accept the authority of the LEADelaware Directors and any staff or agent delegated to administer the LEADelaware program, in all management decision-making processes relating to this fellowship experience—including during in-state and out-of-state sessions and international study tours.
17. I am responsible for the tuition fee of two thousand five hundred dollars (\$2,500). Half of this amount (\$1,250) is payable on or before January 15, 2024; the remaining half is payable on or before January 15, 2025. Tuition payments are accepted anytime and may be paid fully in advance. Tuition must be paid in full before airline tickets are issued for the international study tour. Checks should be **made payable to University of Delaware** and sent to: **Alison Brayfield University of Delaware, 531 S. College Avenue, 113 Townsend Hall, Newark, DE 19716**. Please add “LEADelaware” to the memo line. If other payment arrangements are made through consulting with the Directors, I agree to abide by set arrangements. I recognize that failure to pay tuition or make payment arrangements will result in my withdrawal from the program. I may seek and obtain my own scholarships/sponsors to assist with tuition. Tuition is not reimbursed for missed sessions or if I drop out of the class.

Signature _____

Printed Name _____

Date _____

TENTATIVE PROGRAM CALENDAR

<u>Dates/Locations</u>	<u>Agricultural Topics</u>	<u>Leadership Skills</u>
November 17, 2023	Applications due.	
Mid-November – Early December, 2023	Selection process begins and interviews conducted.	
~December 15, 2023	All candidates will be notified by mail as to their status – accepted or declined.	
January 15, 2024	First tuition payment due.	
Session I February 20 – 22, 2024 Rehoboth Beach, DE OVERNIGHT FOR ALL	Introduction to LEADelaware, policy and procedures; overview of Delaware agriculture and natural resources and issues impacting the sectors	Fellow introductions; leadership fundamentals; self-assessments; effective introductions; team building
Session II April 10 – 11, 2024 Kent County No overnight	Equine and meat processing; horticulture (nursery and landscaping)	Leadership styles; group techniques
Session III June 10 – 11, 2024 Sussex County Overnight for northern fellows	Aquaculture; poultry; wastewater	Emergency response and communication styles; effective presentations
Session IV August 6 – 7, 2024 Kent & Sussex Counties No overnight	Grains; precision agriculture; storage and marketing; succession planning	Managing and embracing change
Session V October 8 – 9, 2024 Sussex County Overnight for northern fellows	Forestry; climate, carbon, and renewables	Conflict management and resolution

January 15, 2025	Final tuition payment due.	
Session VI January 15 – 16, 2025 Kent County No overnight	State Public Policy: legislative process; planning and land use; land preservation; vertically integrated marijuana industry	Parliamentary procedure; debates
Session VII TBD March or April 2025 Washington D.C. 3 days, 3 nights OVERNIGHT FOR ALL	National Public Policy: TBD - US Department of Agriculture, legislative visits, embassy visit	Advocacy; networking
Session VIII July 9 – 10, 2025 Kent County No overnight	Vegetables; aquaponics; potatoes; agritourism	Media relations
Session IX September 16 – 18, 2025 New Castle/Philly OVERNIGHT FOR ALL	Food Systems: overview, local, urban and export/import; Ag Science and Research in CANR	Valuing diversity, equity, and inclusion; ethical decision making
Session X Date & Location TBD	International Study Trip: Post-Thanksgiving 2025 – March 2026	
Graduation ~One month after International Study Trip	Formal graduation with keynote speaker; includes presentation from Fellows.	

2024 – 2026 Application Form Class VII

This application may be submitted in paper form (hand-written), but **we would prefer** typed submission via e-mail. Incomplete applications may not be processed. We advise you to keep one copy of your application for your records and return one complete copy to LEADelaware. All applications must be received by **November 17, 2023**. You will be contacted soon thereafter for a personal interview for acceptance in the class.

Please send completed applications to: Molly Huey, Delaware Department of Agriculture, 2320 S. DuPont Hwy, Dover, DE 19901, 302-698-4500, Molly.Huey@delaware.gov



1. Personal Information (not used in the selection process).	
Full Name (as on legal documents such as your birth certificate or passport):	
Name you commonly go by (This is the name that will be printed on name badges)	
Gender:	
Date of Birth:	
U.S. citizen since:	
Delaware resident since:	
Current county of residence:	
Home Address:	
Business or Farm Name:	
Job Title:	
Business or Farm Address:	
Mail correspondence to: choose either HOME or BUSINESS	
Home Phone Number:	
Business Phone Number:	
Cell Phone Number:	
Preferred Email Address:	
Emergency Contact & Phone Number:	
Food Allergies:	
Are you a (full time, part time, or hobby) farmer/grower/producer/farm operator/land owner, etc.	
Do you actively engage in social media? If so, what platforms?	

****For items 2 through 4, applicants may attach a resume to provide requested material. Certain fields below though may request more information than found on a typical resume, so applicants should read and respond as appropriate!****

2. Education and Training: Schools, Short Courses, Military Training, Leadership-related training, FFA, Grange, etc. (List most recent first. Indicate if you attended, graduated, earned degree(s), etc.)			
Dates	School/Course	Location	Attended/graduated/degree earned
Describe any other education or training, including leadership topics, that you feel is relevant:			

3. Work Experience.			
Off-Farm Experience (paid or not paid, if applicable). Include: type of work, company, business or agency name, if self-employed, full-time/part-time, etc. Please list most current work experience first.			
Dates	Company	Position	Key Responsibilities
On-Farm Experience (if applicable). Please describe your experience in an agricultural or natural resources field of any kind, whether it is your major occupation, a side project, hobby, or family activity. Describe the size and scope of the enterprise and your involvement or responsibilities relating to it.			
Significant Work Accomplishment(s). Cite from any of the above work experience a project or program that you initiated, developed, organized, led, or in which you played a major part. You may list work-related goals you have reached or accomplishments and their result or impact.			

4. Organizational Participation. Please indicate participation in professional, community, civic, religious, governmental, farm, commodity, educational, industrial, social, rural, land use, environmental, or other organizations. Indicate if you were a member, held office, or what activities or leadership roles you participated in within the organization:

Dates	Organization	Member, Officer, Leadership Role, Activity

Significant Organization Accomplishment(s). Cite from above organizational participation a program or project that you initiated, developed, organized, led, or in which you played a major part. You may list goals reached, accomplishments, and results.

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5. Travel experience. Briefly describe your level of travel experience, whether through business, pleasure, family visits, Peace Corps, church missions, civic groups, or any other reasons. Include travel within the state, region, the United States, and to other countries.

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6. Awards and Honors. List any recognition you have received for your efforts in professional, organizational, and personal activities.

Date	Award/Honor/Accomplishment	Granter and how recognized

7. Summary. Please answer the following question so that the Selection Committee can better understand you.

Summarize your thoughts on why you want to participate in the LEADelaware, and what your leadership goals include at this point. How do you intend to use the leadership abilities you gain as a participant in LEADelaware? Answer in 500 words or less. If you are submitting a handwritten application, give a brief one sentence summary/title and then use an additional page and attach to the application form.

8. Reference - Please list one non-family member we could call to learn more about you.

Name:	
Position:	
Telephone:	
E-mail:	
Your relationship to this person: (how this person knows you)	

Please return ONE copy of the completed materials by **Friday, November 17, 2023**. Please retain a copy of the completed application materials for your own records.

You can send an electric copy of your answers via e-mail. We suggest you save the file as:
LEADappyourname.doc

Mail to: Molly Huey
Delaware Department of Agriculture
2320 S. Dupont Hwy
Dover, DE 19901
302-698-4500
Molly.Huey@delaware.gov

Thank you for completing and submitting your application!



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