



Please review and submit applications in full. Keep a copy of pages 1-2 for reference.

### SUMMARY

The AIA Austin Leadership Collective, first launched in 2018, is a year-long, intensive, skills-based leadership training program that seeks to equip emerging leaders in architecture and related professions with the tools to make meaningful progress on issues that matter to them. The Leadership Collective defines leadership not as a role, title, or position of authority, but as an ongoing practice of navigating change, mobilizing others, and experimenting to discover what moves the needle. Thus, the Leadership Collective is not restricted to those who currently consider themselves leaders, but is open to all who are interested in building on their personal strengths, working across differences, questioning the status quo, and contributing to the growth and progress of their firms, families, cities, and community groups.

### MISSION

The mission of the Leadership Collective is to support visionary, diverse leadership for a more sustainable, equitable future in our profession. We aim to catalyze change by cultivating emerging professionals with the necessary support and guidance as the next generation of leaders to achieve successes in their professional careers, pioneer new endeavors, and grow community partnerships.

### AUDIENCE

The intended audience of the program includes all AIA Austin emerging professionals, with a preference given to those who have worked 5 to 10 years in the field. The class of 20 participants will be selected in order to achieve as diverse a group as possible with respect to the knowledge and insight they bring to the table. This group may include up to five Allied Member participants from professions related to architecture.

### LEADERSHIP LAB

Participants will be expected to carry out a series of Leadership Experiments that are relevant to their goals in order to directly apply and test session content. Participants are encouraged to be bold and push beyond their comfort zone. These Experiments may be individual, or involve a larger group with interested professionals in their own firm or professional network. The Leadership Lab model not only strengthens skills learned through practice but also amplifies the program's impact.

### LEADING SELF / LEADING OTHERS / LEADING THROUGH SYSTEMS



The progression of the program expands in scope through the principal topics of Leading Self, Leading Others, and Leading Systems. Each session utilizes active learning and target the development of at least one immediately executable skill. This model equips participants with the skills and networks needed to attain larger systemic impact in the professional community.



## LEADING SELF / LEADING OTHERS / LEADING SYSTEMS (continued)

### Leading Self

Sessions focus on building self-awareness, setting benchmark program metrics, identifying personal strengths, and teaching effective communication and feedback skills.

### Leading Others

Sessions focus on the development of skills surrounding participants' interactions with others, leveraging personal strengths to create cohesive and effective relationships, teams, and groups.

### Leading Systems

Sessions focus on analyzing, working within, and building systems to effect adaptive change. Participants will each identify a specific and meaningful leadership challenge to use as a case study in applying program content.

## TIME COMMITMENT

The program consists of

- (1) kickoff retreat February 3rd and 4th (Friday afternoon + full day Saturday)
- (7) half-day afternoon sessions to be held on First Fridays from March – October (excepting a July break)
- Optional (but highly encouraged) happy hours following each monthly session
- A mandatory graduation celebration on the evening of October 6 (following the last session)
- Monthly meetings with Leadership Lab accountability partner and/or mentor
- Up to (2) hours of additional homework per month (may include Leadership Experiments, reading, etc.)
- Each participant is allowed (1) excused absence (excluding initial retreat and graduation). Please provide advance notice to program coordinators regarding any absences or time conflicts.

## TUITION AND FUNDING

Tuition is \$500 per participant (typically paid for by the firm) and covers program materials, luncheons, speaker fees, administrative fees, and other meeting expenses. Tuition is priced far below the market value of the content in order to promote accessibility and diversity.

In addition, some financial assistance may be available upon request (especially for participants from small firms). If you require financial assistance, please include a letter describing your financial need with your application.

Thank you to the AIA Austin Women in Architecture (WiA) committee, WiA is offering 2 scholarships for women in architecture and related professions, preferably awarded to BIPOC (black, indigenous, and/or person of color) women, as a part of their initiative to increase representation throughout the field of architecture through education. A WiA representative will serve on the LC application review committee and determine the recipient(s) at that time.

### WiA Scholarship Criteria:

- |   |                   |
|---|-------------------|
| Do you identify as BIPOC? (black, Indigenous and/or person of color?) | Yes (Y) or No (N) |
| Do you identify as a woman?   | Yes (Y) or No (N) |
| Do you identify as transgender?                                       | Yes (Y) or No (N) |
| Do you identify as non-binary?  | Yes (Y) or No (N) |



## PROGRAM SCHEDULE

2022		2023	
Nov 16	Open Call for Program Applications Parti - open house	Feb 3/4th	Kickoff Retreat (Friday afternoon and full day Saturday)
Dec 9	Application Deadline	Mar - Jun	Monthly Sessions (First Friday afternoons)
Dec	Committee Application Review	Aug - Oct	Monthly Sessions (First Friday afternoons)
Jan 6, 2023	Participants Notified of Acceptance	Oct 6	Final Monthly Session (Friday afternoon) Program Graduation (Friday evening)

## PROGRAM REQUIREMENTS

To qualify for the program an applicant must be:

- Employed full time by an architectural firm in the Austin Area, OR  
Employed full time by an AIA Allied Member organizations (up to 5 Allied Members may be admitted each year);
- On a path to licensure or have recently become licensed (may not be applicable for Allied participants);
- In good standing with the American Institute of Architects; and
- Able to commit the time and effort necessary as outlined in this document.

Confidential Application  
2023 Leadership Collective Program

- Applications must be neatly typed. Do not use additional pages or attach resumes or other documents.
- Two (2) letters of recommendation are required along with this application.
- Completed application and letters of recommendation are due by midnight on Friday, December 9th. Please email your application in PDF format to Courtney Mallen at [courtney@aiaaustin.org](mailto:courtney@aiaaustin.org).
- The application committee will review and determine acceptance to the program. Upon acceptance, an invoice for Program Fees will be emailed to applicant from AIA Austin for payment by applicant or applicant's firm.
- If you have additional questions about the program, please contact Courtney Mallen at [courtney@aiaaustin.org](mailto:courtney@aiaaustin.org).

GENERAL INFORMATION

Name (First/Middle Initial/Last)

Email Address (work & personal)

Home Address

Address Line 2

City/State

Zip Code

Preferred phone number

Indicate if this is a home/office or cell #

CURRENT EMPLOYMENT INFORMATION

If you are unemployed at this time, please note here:

Present Employer Name

Business Address

Address Line 2

City/State

Zip Code

Type of Business

Number of Employees

Date Employment Began

Present Job Title

Number of Days your work requires you to travel outside of Austin per month

Are you licensed?

Are you pursuing the exam?

Number of Exams Passed

## PAST EMPLOYMENT INFORMATION

Please list previous employers in reverse chronological order

Employer (company name + location)

Job Title

Employment Dates: To

Responsibilities

Employer (company name + location)

Job Title

Employment Dates: To

Responsibilities

Employer (company name + location)

Job Title

Employment Dates: To

Responsibilities

## EDUCATIONAL BACKGROUND

School/University

Major

Degree

Dates: From To

School/University

Major

Degree

Dates: From To

**PROFESSIONAL & OCCUPATIONAL ACTIVITIES**

Please list in order of importance up to three architectural, community, civic, professional, business, religious, social, athletic, or other organizations of which you are, or have been a member.

Organization

Dates of Participation

Role / Responsibility

Organization

Dates of Participation

Role / Responsibility

Organization

Dates of Participation

Role / Responsibility

**HONORS AND AWARDS**

Please list any significant honors, awards, or prizes you have received for professional, academic, or civic achievements.

## VIEWS AND OPINIONS

Answer in the space provided. No attachments, please.

1. Watch Simon Sinek's TED Talk on "How Great Leaders Inspire Action." What is your Why? Why is the purpose, cause or belief that inspires you to do what you do.

2. The mission of the Leadership Collective is to support visionary, diverse leadership for a more sustainable, equitable future in our profession. How do you feel your experiences and participation in the program will help further this mission?

3. What do you hope to gain from participating in the AIA Austin Leadership Collective?

**APPLICANT/EMPLOYER AGREEMENT**

I fully understand the attendance and tuition requirements for the Leadership Collective program and agree to fulfill those requirements if selected. I commit to maintaining membership in good standing with the American Institute of Architects for the duration of the program.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

I authorize and encourage the above applicant to participate in AIA Austin's Leadership Collective Program, and will support the attendance and tuition requirements outlined above if the applicant is selected.

Signature of Current Employer's Principal \_\_\_\_\_

Date \_\_\_\_\_

Printed Name and Title of Principal \_\_\_\_\_

(If you are unemployed at this time, a Principal's signature is not required.)

**LETTERS OF RECOMMENDATION**

Two letters of recommendation are required and should describe why the applicant has potential as a leader in architecture or a related profession in Austin and how his/her leadership could benefit the community. One letter should originate from a firm principal and the additional letter should originate from another organization or business. Please send in letters of recommendation as attachments with your application.

Please list reference information below.

**FIRST LETTER OF RECOMMENDATION**

Firm Principal Reference \_\_\_\_\_

Name of Employer \_\_\_\_\_

**SECOND LETTER OF RECOMMENDATION**

Reference Name \_\_\_\_\_

Name of Organization or Business \_\_\_\_\_

(If you are unemployed at this time, a current firm principal reference is not required. Therefore, the first letter of recommendation should originate from a past firm principal, if possible, or another organization or business.)

**SUBMIT COMPLETED APPLICATION AND LETTERS OF RECOMMENDATION BY FRIDAY, DECEMBER 9th.**

Please send application and letters of recommendation to Courtney Mallen at [courtney@aiaaustin.org](mailto:courtney@aiaaustin.org). Applications will be reviewed and each applicant will be notified of the selection results by January 6th, 2023.