



The City of  
**OKLAHOMA CITY**



A Program of Leadership Oklahoma City, Inc.

2012-2013

Application for Leadership Skills, Youth Council of Oklahoma City and Youth in Action Classes

**Youth Leadership Exchange Mission**

**Empowering central Oklahoma youth to make a positive difference through community leadership.**

This application can be your gateway to an Oklahoma City you never knew existed...career paths, volunteer opportunities, leadership venues, new friends. Our three programs are geared to offer you the tools to be an effective leader, the insights to recognize the needs of our metro area, and the network of diverse contacts to accomplish so much. True, involvement with our programs looks good on a résumé, but it can be so much more.

**Leadership Skills** is modeled after Leadership Oklahoma City's signature adult program and is organized to teach leadership and communication skills, civic structure, career options, community service and diversity appreciation...information for now, talents for the future.

**Youth in Action** teaches the skills to help you make a difference in your community: meeting management, group dynamics and fundraising. Abilities you can use wherever you go...and whatever issue you encounter when you get there.

**The Youth Council of Oklahoma City** is a program funded by the mayor and City Council of Oklahoma City and jointly administered through the City and Leadership Oklahoma City/Youth Leadership Exchange. Here, you'll see firsthand the many facets of your local government in action and learn to appreciate how much each contributes to our quality of life. And you'll be part of our political process by giving youth a voice in local government issues. In short, you'll have a backstage pass to Oklahoma City.

**Program Comparison**

Selection for all programs will be made from this application. You may apply for all programs but each successful applicant will be selected for only one of the programs, at the Selection Committee's discretion. Here's a comparison of the three programs:

	<b>Leadership Skills</b>	<b>Youth Council of OKC</b>	<b>Youth in Action</b>
<b>Class size</b>	45	18	45
<b>Class day/days</b>	Generally one Tuesday a month, September – May	Generally one Wednesday a month, August - June	Generally one Thursday a month, September - May
<b>Class period</b>	Generally 7:30 am – 5:00 pm	Generally 7:30 am – 4:30 pm	Generally 7:30 am – 2:30 pm
<b>Eligibility – grade in school</b>	Sophomore, junior and senior	Junior and senior	Sophomore, junior and senior
<b>Eligibility – GPA</b>	None	3.0 for previous school year Transcript required	None
<b>Eligibility – residency</b>	Must attend a school that has some part of its district in Oklahoma County	Must live in a ward of Oklahoma City See <a href="http://www.okc.gov">www.okc.gov</a> for a ward map	Must attend a school that has some part of its district in Oklahoma County
<b>Cost</b>	Free. Leadership Skills is funded by Leadership Oklahoma City	Free. Youth Council is funded by the Mayor and City Council of Oklahoma City	Free. Youth in Action is funded by Leadership Oklahoma City
<b>Mandatory Opening Retreat</b>	Mid-October, TBA	Mid-August, TBA	Late October, TBA
<b>Class day transportation</b>	If requested	If requested	If requested

**Application Process**

***Applications must be postmarked or hand-delivered to the YLX office by April 6, 2012*** We recommend that you call 463-3340 to alert us that you have put your application in the mail so we will be looking for it. We also suggest that you keep a copy in case the original is lost in the mail. Applications must be completed on this form; other than one recommendation form, no attachments are permitted. Applications that are received by the deadline are read and scored by several different volunteers. Using those scores and other factors, such as school diversity, the YLX Selection Committee schedules finalists to interview. After the interviews, the YLX Selection Committee uses reading and interview scores along with other factors, such as school diversity, to select the members of all classes. The committee's decision is final. No more than 3 students from the same school may be admitted to the same class. Applicants are notified in July whether or not they have been selected for a program.

**Youth Leadership Exchange**

730 West Wilshire Suite 116, Oklahoma City, OK 73116  
(405) 463-3340 [ylx@lokc.org](mailto:ylx@lokc.org) Fax (405) 463-3337

**Youth Leadership Exchange  
Commitment Form**

**To be signed by (1) the Applicant, (2) his or her Parent/Guardian, and (3) his or her School Principal**  
This form must be signed by all **three** parties as indicated and returned with the application by the  
**April 6, 2012** deadline.

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Applicant Name (Please Print)

- **As the applicant**, I understand that if I am admitted to a YLX Program I will be given a space in the program that is then not available to other applicants. Consequently, I guarantee that I intend to accept admission and participate fully in the YLX program. Further, I guarantee that I will arrange for and complete any makeup work with each of my faculty members as necessary.
- **As the parent/guardian or school administrator**, I understand and consent to this student missing school on the days noted, and understand that the student will be responsible for arranging and completing make-up work with each faculty member as necessary.
- **As the applicant, parent or guardian**, I understand that students selected for any of the three programs must attend the mandatory Opening Retreat as shown in the calendar below. Missing any part of the Opening Retreat will result in the student's removal from the program. **Applicants who cannot attend the Opening Retreat should withdraw their applications.**
- **As the applicant, parent or guardian**, I understand that more than two absences from the remainder of the YLX program will result in automatic removal from the program. Students who miss YLX program days may have make-up work assigned, and may be required to explain the reason for the absence to the appropriate YLX committee.

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

Date \_\_\_\_\_

Applicant's Parent/Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_

Applicant's School Principal's Signature \_\_\_\_\_

Date \_\_\_\_\_

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Please type or print **very legibly** in block letters. *Applications that are hard to read tend to be scored lower than those that are easily read.* Use this form only; do not attach additional materials. You can download an application from [www.lokc.org](http://www.lokc.org) that you can fill out on a computer and print off.

<b>For which program are you applying?</b> (Please check all that interest you)	<input type="checkbox"/> <b>Leadership Skills Class</b> (Sophomores, Juniors and Seniors)	<input type="checkbox"/> <b>Youth in Action Class</b> (Sophomores, Juniors or Seniors)	<input type="checkbox"/> <b>Youth Council of Oklahoma City</b> (Only Juniors and Seniors who live in a ward of Oklahoma City)
<b>Do you need YLX to provide you a ride to and from classes?</b> (YLX is happy to provide transportation, but we need an idea of how many volunteer drivers to find.)		<input type="checkbox"/> I would probably <b>always</b> need YLX to provide me a ride to and from class	<input type="checkbox"/> I would most likely <b>never</b> need a ride to and from class

**Applicant Name**

First <i>(example: Thomas)</i>	Name usually called <i>(Example: Tommy)</i>	Middle	Last	Suffix <i>(Example: Jr.)</i>
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**Home Information**

Street Address <i>(Name of street &amp; house number)</i>		Apt. No.	City	State	Zip
Home Phone	Work Phone	Cell Phone or pager	E-Mail <i>(include all parts of e-mail address)</i>		

**Parent/Guardian Information**

Mother's Name		Father's Name		
Work Phone - Mother	Work Phone - Father	Home Phone if different from applicant's		

**School Information**

Name of School	Year you will graduate from high school (2013, 2014, 2015)	Counselor's Name
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<b>Optional Information:</b>	YLX does not discriminate based on race, ethnicity, sex, creed, national origin or disability, and this information need not be provided. It is requested to facilitate YLX's goal of assembling a diverse class.		
<b>Ethnic group</b>	<input type="checkbox"/> African American	<input type="checkbox"/> Native American	<input type="checkbox"/> Asian/Pacific Islander
	<input type="checkbox"/> Latino/Hispanic	<input type="checkbox"/> White	<input type="checkbox"/> Other, please specify _____
<b>Gender</b>	<input type="checkbox"/> Female	<input type="checkbox"/> Male	<b>Birth Date</b> _____
<b>Have you applied to YLX before?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Youth Council applicants only:</b> <b>Place of birth</b> _____

Please list in order of importance to you up to five school, volunteer, religious, social, athletic, scouting, or other activities and organizations in which you have participated during the last four years. Please tell us when you were involved and what your activities were with the organizations.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

If you haven't had the opportunity to participate in activities/organizations, please tell us why.

List any accomplishments, awards, honors or recognitions for academic, school, religious, or community related activities you have received.

List any part-time job experience, paid or volunteer, and briefly list your duties and responsibilities

Explain what your school responsibilities (other than class work) are for this year.

What do you consider one of your strengths?

What do you consider a weakness or shortcoming that you would like to overcome, and why?

Who is someone you admire? Why?

What do you do for fun?

Please identify 2 or 3 top issues facing the youth of Oklahoma City

Why are you applying for YLX?

What else would you like to tell us about yourself?

Youth Councilors of Oklahoma City are asked to facilitate meetings, gather and share information among their peers, meet with elected officials, neighborhood and community leaders, and communicate information to youth programs. If you are applying for Youth Council, please list those qualities you possess that would allow you to be an effective Youth Councilor and perform these duties.

Please tell us how you heard about YLX:

Friend

Parent

Youth Group member

Counselor, teacher, or other school staff

Brother or sister

Other, please specify \_\_\_\_\_

**Recommendation Form: A completed recommendation form MUST be included with the application.**

Please have an adult who knows you well but is not your parent or relative, for example, a teacher, youth group leader, club advisor, coach, employer, or neighbor, complete the Recommendation Form and return it to you in a sealed, signed envelope. Include the sealed recommendation form with your application by **April 6** deadline.

RECOMMENDATION FOR ADMISSION TO YOUTH LEADERSHIP EXCHANGE 2012-2013

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**Youth Leadership Exchange: Empowering central Oklahoma youth to make a positive difference through community leadership.**

Please complete both pages of this form, seal in an envelope, sign the envelope across the seal, and return to the applicant to be included, sealed, with his/her application. Applications must be postmarked by **April 6, 2012**, so please return to the applicant prior to that date. Your recommendation will be kept confidential.

**Applicant Name** \_\_\_\_\_

**Recommender:**

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Name	Daytime Phone Number
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**Mailing Address: Street or P O Box, City State Zip**

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**Email Address**

What is your relationship to this applicant and the length of time you have known the applicant?

Please identify the demonstrated interest or experiences of this applicant specific to community involvement.

Please identify the applicant's personal strengths.

Identify the personal development areas most needed by this applicant (time management, focus, attention to detail, etc.)

What distinguishes this applicant from other students? Why should this applicant be selected above others?

Identify the ways in which this applicant will contribute to our program?

In what ways will this applicant benefit from our program?

In your opinion, would this candidate have time to participate fully in our program, or would this place too great a demand on his/her time?

YLX offers three programs: Leadership Skills offers class members information about a wide range of career opportunities in the metro area as well as skills like team building and conflict management. Youth in Action is designed for those who want to make a difference in their world and features more class involvement in activities and decisions. Youth Council is a backstage pass to the inner workings of our city...ideal for a student interested in civic government or the political process. Which program/programs do you think would be more appropriate for the person you are recommending? (Please mark all that might apply.)

Leadership Skills

Youth in Action

Youth Council

How would you categorize the applicant's leadership experience (in school activities, youth groups, sports, or any other organization) to date? (YLX prefers a mix of styles in its classes, so none of the answers is "better" than another.)

1. \_\_\_ Often selected for leadership roles
2. \_\_\_ Seeks leadership roles but is rarely selected
3. \_\_\_ Would probably like a leadership role but doesn't ask to be considered
4. \_\_\_ Not the type of person who seeks a leadership role
5. \_\_\_ Do not have appropriate experience with applicant to say

How would you characterize the applicant? (Again, please select one answer, but YLX seeks a mix, so no answer is "better" than another.)

1. \_\_\_ Confident and outgoing. Loves to have a good time and often initiates the good time
2. \_\_\_ Very responsible, punctual, helpful, and loyal. Can be counted on to get a job done.
3. \_\_\_ Values everyone's feelings, and likes to include others. People are more important than activities, awards, or grades.
4. \_\_\_ Very independent and not concerned with what others think.

Once selected, a student's commitment to Leadership Skills, Youth in Action or Youth Council is important to the overall success of the program. Attendance, participation and the performance of his/her duties and responsibilities reflect on the program as well as the overall outcomes for fellow class members. We ask your comment regarding this applicant's commitment if selected for one of these programs.

Yes, would complete and participate in the class

No, completion/participation is suspect

If you have additional comments, please include them in this space.

Thank you very much for sharing information about this young person with YLX!