

LEADERSHIP CIRCLE

Participant Intake Form



MISSION

Leadership Circle provides executives with an opportunity to build deep relationships with their peers in an intimate and confidential setting. Participants in the program share successes, challenges and build an important set of peer advisors that provide support as they navigate their leadership journey. The experience provides an intimate and confidential setting for participants to share success, challenges, and build capacity. The engagement from their group supports participants as they navigate their leadership journey.

GROUP MEETINGS

The Club provides a unified first meeting date, time and location for all Leadership Circle groups. An agenda is provided to the group facilitators and participants for their first meeting, during which time the individual groups will plan for the year ahead and begin to build group trust and accountability.

TYPES OF LEADERSHIP CIRCLE GROUPS

Group meeting agendas and structure are based on the interests of the group, as well as guidance from the groups' co-facilitators. Many groups prefer to use a peer networking approach to their meetings where group members gather and share experiences, challenges and successes in a roundtable format, often becoming a peer "board of advisors" to one another. Other groups may choose to use a more formal mentorship approach where participants gather to discuss and develop skills and competencies by discussing topics during monthly meetings.

PARTICIPANT EXPECTATIONS

- Provide open, honest, and sincere feedback in group meetings and discussions.
- Respect the confidentiality of the information discussed within the group.
- Commit to respond to all communication from facilitators and fellow participants within 48 hours.
- Miss no more than one meeting per year.
- Contribute and own your experience. Be vulnerable in seeking feedback.

It is understood that failure to meet these expectations could result in the participant's removal from the Leadership Circle Program.



PARTICIPANT PROFILE

A participant in Leadership Circle typically falls into the following profile:

- Individuals looking to gain insight from peers in a cross-industry/cross function group experience.
- Individuals managing teams, large portions of a business or P&L, individuals who may own their own business or those looking to gain insight and strategic perspective.
- Individuals looking to build their network and develop a "peer board of advisors."
- Individuals who are interested in sharing their unique experiences and talents to support the growth and journey of their peers.

PARTICIPANT INTAKE FORM



The Leadership Circle Program is an exclusive opportunity for current and future leaders of the Chicago business and civic communities to foster meaningful connections. The program provides a forum for gaining access to the intellectual capital of peers across industry and function. We appreciate your interest and encourage your active participation.

Please return the completed application form with a copy of your bio and headshot, to Exec Club Chicago via Jimena Catarivas Corbett at jcatarivas@ExecutivesClub.org.

Name _____

Title _____

Company _____

Industry _____

Address _____

City _____ State _____ Zip _____

Phone _____

E-mail _____

How did you learn about Leadership Circle?

List your objective for joining a Leadership Circle Group.

Do you have any prior experience with a program like Leadership Circle? Yes No

If so please describe

Would you prefer to be in a group that tends to be more like a peer development group or one that is more formally focused on mentorship?

Peer Development

Mentorship Focused

PARTICIPANT INTAKE FORM

Mentorship groups convene for 12-month cycles. Are you able to commit to participating in a group for 12 months?

Yes No

Are you able to meet at least six times during the 12 month cycle with your assigned group?

Yes No If no, please explain: _____

Please check preferred days and times for monthly group meetings of approximately 90 minutes:

	Monday	Tuesday	Wednesday	Thursday	Friday
Early AM	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mid-morning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lunch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Afternoon	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Early evening	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What is your preferred meeting location: Chicago Loop North Suburbs West Suburbs Virtual

Other _____

Would the group be able to meet at your business location? (not a requirement) Yes No

Do you have any objection to actively engaging in facilitating mentorship meetings (scheduling, hosting, etc.)?

Yes No If so, please explain _____

On a scale of 1-5, with 5 being most desirable, please rate the importance of peer to peer networking and sharing as a part of the mentoring experience.

1 2 3 4 5

On a scale of 1-5, with 5 being most desirable, please rate the importance of learning from senior level experience as a part of the mentoring experience.

1 2 3 4 5

On a scale of 1-5, with 5 being most desirable, please rate the importance of socializing as a part of the mentoring experience.

1 2 3 4 5

PARTICIPANT INTAKE FORM

List 3-4 ways that you'd like to see a Leadership Circle Group help you this year:

1. _____
2. _____
3. _____
4. _____

Tell us more about the areas you seek to further develop:

Industry perspective? **Yes** **No** If so, list industry (industries):

Function specific? **Yes** **No** If so, list function(s) (i.e., HR, Marketing, Finance, IT, etc.):

Other interests (economic, global, leadership, etc. Please list):

Please list any potential conflicts or specific requests The Club should be aware of during the matching process:

Return completed application form along with your bio and headshot to Jimena Catarivas Corbett at jcatarivas@ExecutivesClub.org.

Your application will be processed and you will be contacted with further information.

Thank you for your interest in Leadership Circle!