



Promoting Business for Over 65 Years

LEADERSHIP HEB

**Application Packet
CLASS OF 2025**

Program Sponsor



MEDICAL
SPA

HURST EULESS BEDFORD CHAMBER OF COMMERCE | P: 817.283.1521 | WWW.HEB.ORG
PHYSICAL ADDRESS: 2109 MARTIN DRIVE, BEDFORD | MAILING ADDRESS: P.O. DRAWER 969, BEDFORD, TEXAS 76095

HEB Chamber of Commerce Leadership HEB

CLASS REQUIREMENTS

Thank you for your interest in **Leadership HEB**. Leadership HEB is an educational experience and requires attendance at the orientation, Challenge Course day, ten (10) meetings including the day trip to Austin, a City Council or School Board meeting from the list provided at orientation, and active participation in the class project. Any participant who is absent for more than ten (10) hours of class time or two (2) complete meetings, for whatever reason, who does not participate in the class project, or does not turn in a signed agenda from a designated civic meeting will not be eligible to graduate. Any class time missed, including arriving late or leaving early, counts towards the ten (10) hours. Tuition of \$675 is non-refundable. Partial scholarships are available.

Participants in Leadership HEB are chosen through an application and selection process that assures a mix of people from diverse backgrounds and experiences that represents a cross section of our area. Class size is limited to 20.

Meetings will be held in-person. We reserve the right to make changes as health conditions dictate. CDC guidelines and local directives will be our guide.

LEADERSHIP HEB — Participation Requirements

1) Attendance

Attendance at the Challenge Course is mandatory. It is designed to create the “team atmosphere” that will be a big part of your class year. However, the decision to do any element or exercise is your choice. In addition to the Team Building Challenge Course, **you must attend 9 of the 11 program sessions to graduate.** You will not graduate or become an alumnus of the program if you miss more than ten (10) hours of class time. No exceptions! It is assumed that you are attending each class. It is very important that you contact Mary Frazier if you must be absent for a class. If it is the day of the class meeting or right before, contact the Leadership Steering Committee member moderating that session. The information will be on the email announcing the details of each class.

Class is from 1:00 p.m. until 5:00 p.m. unless otherwise indicated. Plan on staying until the end of class. We do not dismiss before 5:00. Please do your best to not leave class early or arrive late. Any amount of time you miss will count towards the total hours you can miss and still be able to graduate. Also, it is disruptive to a speaker, other guests and your peers. **BE PUNCTUAL.** The schedule will be very tight for each class and we do not hold up the class for tardies. It is especially unfair to our hosts to ask them to wait, as they have important and busy schedules also.

2) Attend a Public Government Meeting

You are required to attend one (1) of the following public government meetings – Hurst, Euless, or Bedford City Council, Tarrant County Commissioners’ Court OR an HEB ISD School Board meeting. Bring an agenda from the meeting you attend to your next class signed by one of the elected officials or the city secretary. Be sure and print your name on the top right-hand corner of the agenda. If you regularly attend council, commissioners’ or school board meetings as part of your regular job, you must attend one in another city, school board or commissioners’ meeting for this requirement.

3) Class Project

The Leadership HEB 2025 class project will be chosen by the class either by discernment or by a vote. Working as a team, you will complete a class project before graduation. It should be one that will be of benefit to the community, a public entity or non-profit organization. It can be a one-day project or one that is ongoing throughout the Leadership year. Results should be measurable and lasting. The Class will need to choose the project, appoint a project coordinator and submit a plan to the Steering Committee for approval. You will then work as a team, forming committees and developing timelines to complete the project. **Everyone must participate!** Remember this is not your assistant’s project or a Chamber project. **This is your project and is mandatory that you participate to graduate. An outline of the project is due to the Leadership HEB Steering Committee no later than January 16, 2025.** The Class will determine from whatever group you choose to help what they may need done. For instance, the school district or the cities can work with you on specific projects. Make sure your project goals are reasonable and can be completed during your year – no legacy projects that you expect some other group to continue. **This should be a donation of your time and energy, not your money or a solicitation of money.** You may ask for material donations from businesses (i.e., paint or supplies) or donations of items (i.e., books for a book drive) from co-workers, Chamber members and others. The idea may or may not come from the Community Services Reports you are also required to complete and present on our Social Services day. This is the reason every participant should come prepared to share what they have learned from their interview. **While there may be a little time during regular class sessions, the work on your Class Project will be primarily done outside of these sessions.** One representative of the Class will make a presentation to the HEB Chamber Board of Directors at the April Board meeting on what you have accomplished. One representative of the class will also make a brief presentation at the graduation (at the May 8 Chamber membership luncheon/Leadership HEB graduation) outlining what the Class accomplished, the experience of Leadership HEB and why others should go through the program.

4) Community Services Report

Contact your chosen agency. Make arrangements for a visit/tour. Don’t delay this! You do need to come to class on November 7 prepared with a three (3) minute talk describing the agency and the work they do. Bring back at least one brochure from the agency to share with class. This piece of Leadership is important because it gives the class an overview of many different agencies, needs in our community and, as stated, your class project could potentially come from someone’s report.

**ALL APPLICATIONS MUST BE RECEIVED BY THE HEB CHAMBER OF COMMERCE BY
FRIDAY, AUGUST 23rd.**

I understand and commit to these requirements. Signature: _____

HEB Chamber of Commerce
Leadership HEB
Class of 2025 Application Form

Program Sponsor



Name: _____ Date: _____ - _____

City, State and Country of Birth: _____

Home Address: _____

City/Zip: _____ Cell Phone: _____

Business Name: _____

Address: _____ City/Zip: _____

Business Phone: _____ E-mail: _____

Your Title/Position: _____

Your Name (for name tag): _____ Spouse's Name: _____

<u>EDUCATION</u>	Name and City of School	Major (if applicable)
High School	_____	_____
College	_____	_____
Other	_____	_____

EMPLOYMENT Length of service with present business/organization: _____

What do you do in your job?

What do you consider your highest responsibility, skill or career achievement?

What are your professional and/or long term career goals?

ORGANIZATIONS, ACTIVITIES AND COMMUNITY INVOLVEMENT

Business and Professional

Organization	Dates	Position Held/Your Contribution
_____	_____	_____
_____	_____	_____
_____	_____	_____

Who recommended the Leadership HEB program to you?

_____ NEXT PAGE

Civic, Religious, Social, Athletic and Other Community Involvement

Hours per month you are currently committed to community, civic, professional or other organizations: _____

Please fill in your answers to the next three questions. (mandatory to process application)

1. What do you hope to gain from your involvement in Leadership HEB? [ADDITIONAL ANSWER SPACE](#)

2. In your opinion, what are some pressing issues facing the HEB area and/or Tarrant County today? [ADDITIONAL ANSWER SPACE](#)

3. Who do you recognize or look to as a leader? What qualities do they have that you admire and emulate [ADDITIONAL ANSWER SPACE](#)

4. Why should you be selected to be a part of Leadership HEB? [ADDITIONAL ANSWER SPACE](#)

COMMITMENT PLEDGE

- 1) I wish to participate in Leadership HEB, a program of the HEB Chamber of Commerce.
- 2) I have the support of my company or organization for my participation.
- 2) I will actively participate in the class project, which requires hours outside of the class time.
 -) I understand that if I miss more than ten (10) hours of class time or miss two (2) complete classes, do not participate in the class project or attend a designated civic meeting, I will be dropped from the program and not graduate.
 -) I will remit my check for \$675 to the HEB Chamber for tuition by September 25.

I understand all aforementioned commitments and agree to be bound by them in signing this application.

Signature: _____ Date: _____

☐ I would like to apply for scholarship funds. Please contact me with more information.

RETURN TO: HEB CHAMBER OF COMMERCE - LEADERSHIP HEB | P.O. DRAWER 969, BEDFORD, TEXAS 76095
EMAIL: MARYFRAZIOR@HEB.ORG

HEB Chamber of Commerce Leadership HEB

EMPLOYER COMMITMENT FORM

I understand that _____ is applying for the Leadership HEB class of 2025 and will be attending an orientation session on **October 3**, an all-day Challenge Course on **October 11**, ten (10) meetings, including a day trip to Austin, between October 2024 and May 2025, as well as participating in a class project outside of class session time. I also understand that if he/she misses ten (10) hours of class time or misses two (2) complete classes, does not attend a designated civic meeting or does not participate in the class project, he/she will not graduate from the program. Meetings will be held in-person and Leadership HEB reserves the right to makes changes as health conditions dictate.

I fully support _____'s participation in the program.

Is it okay to add _____ to your membership in the Chamber to get meeting notices?

_____Yes _____No

Signature

Date

Print Name

Company

Title

Thursday, October 3	Orientation - 3:30 to 5:00 p.m.
Friday, October 11	Team Building Part I - 8:30 a.m. to 5:00 p.m. Challenge Course - All Day - MANDATORY
Thursday, October 24	Team Building Part II - 10:00 am - 5:00 pm
Thursday, November 7	Community Services - 1:00 - 5:00 pm
Thursday, December 5	Economic Development/Cities Tour/Mayors - 12:00 - 5:00 pm
Thursday, January 16	Education - 10:00 am - 5:00 pm
Monday, February 10	Day Trip to Austin - 6:30 am -10:00 pm
Thursday, February 20	Know Your County - :00- 5:00 pm
Thursday, March 6	Public Safety - 1:00 - 5:00 pm
Thursday, March 27	Public Health - 1:00 - 5:00 pm
Wednesday, April 16	Present Class Project to Chamber Board of Directors HEB Chamber Board Room - 4:00 pm
Thursday, April 17	Transportation - 8:30 am - 5:00 pm
Thursday, May 1	Wrap It Up! - 10:00 am - 5:00 pm (also make up date if a class cancelled due to weather)
Thursday, May 8	Graduation at the HEB Chamber Membership Luncheon - 11:30 am - 1:00 pm Chamber Cheers in honor of graduates - 5:00 - 6:30 pm

HEB Chamber of Commerce Leadership HEB
LIABILITY RELEASE FORM

DISCLOSURE:

Leadership HEB's monthly programs typically involve a variety of different components and trips to different locations (including public safety operations, hospitals and schools) at which individual and group activities or tours will occur. Because of the activities involved and the locations visited, a risk exists and must be assumed by each participant that he or she may suffer physical or emotional injury. To assist Leadership HEB in providing a safe experience, participants are asked to provide us with information regarding any limitations, conditions or disabilities you may have that could affect your safety or the safety of class situations.

RELEASE OF LIABILITY:

I have read and understand the disclosure statement above. I understand that Leadership HEB's program may be physically or emotionally demanding. I recognize the inherent risks of injury or disability inherent in my participation in Leadership HEB's program and I assume the risk of injury that could result from any of the class activities.

I RELEASE LEADERSHIP HEB, ITS STAFF MEMBERS, OFFICERS, DIRECTORS, REPRESENTATIVES, AGENTS AND AFFILIATES FROM ALL LIABILITY FOR ANY INJURY (INCLUDING, BUT NOT LIMITED TO, PERMANENT AND FATAL INJURY) TO ME AND OR DAMAGES TO OR LOSS OF MY PROPERTY RESULTING FROM MY PARTICIPATION IN THE LEADERSHIP HEB PROGRAM, AND ACCEPT ALL RESPONSIBILITY FOR MY PERSONAL SAFETY.

Applicant's Signature

Date

Name (Please Print)



Program Sponsor



Class of 2025 - Class Schedule

There will be an orientation meeting from 3:30 to 5 p.m. **Thursday, October 3** and a full-day challenge course session on Friday, October 11. **The Challenge Course is mandatory and cannot be missed.**

Thursday, October 3
3:30 - 5:00 pm

Orientation
HEB Chamber of Commerce

Friday, October 11
8:30 am - 5:00 pm

Team Building Part I by Challenge Course
Leadership On the Move, Ponder

Thursday, October 24
10:00 am- 5:00 pm

Team Building Part II

Thursday, November 7
1:00 -5:00 pm

Community Services

Thursday, December 5
12:00 - 5:00 pm

Economic Development/Cities Tour
Mayors

Thursday, January 16
10:00 am - 5:00 pm

Education

Monday, February 10
6:30 am - 10:00 pm

Day Trip to Austin

Thursday, February 20
1:00 - 5:00 pm

Know Your County

Thursday, March 6
1:00 – 5:00 pm

Public Safety

Thursday, March 27
1:00 - 5:00 pm

Public Health

Wednesday, April 16
4:00 pm

Present Class Project to Chamber Board of Directors
HEB Chamber Board Room

Thursday, April 17
8:30 am - 5:00 pm

Transportation

Thursday, May 1
10:00 - 5:00 pm

Wrap It Up!
(also make up day if a class cancelled due to weather)

Thursday, May 8
11:30 -1:00 pm
5:00 – 6:30 pm

Graduation at the HEB Chamber Membership Luncheon
Chamber Cheers in honor of graduates



PLEASE CONTINUE YOUR ANSWERS TO THE APPLICATION QUESTION BELOW.

- 1. WHAT DO YOU HOPE TO GAIN FROM YOUR INVOLVEMENT IN LEADERSHIP HEB?**



PLEASE CONTINUE YOUR ANSWERS TO THE APPLICATION QUESTION BELOW.

2. In your opinion, what are some pressing issues facing the HEB area and/or Tarrant County today?

LEADERSHIP HEB

PLEASE CONTINUE YOUR ANSWERS TO THE APPLICATION QUESTION BELOW.

3. Who do you recognize or look to as a leader? What qualities do they have that you admire and emulate?



PLEASE CONTINUE YOUR ANSWERS TO THE APPLICATION QUESTION BELOW.

4. Why should you be selected to be a part of Leadership HEB?