



2024-2025 Leader Development Program

Program Description and Application Instructions

Deadline to Apply: **December 1, 2023**

The Society of American Military Engineers (SAME) seeks creative and innovative problem solvers to participate in the Leader Development Program (LDP). Working with support from the SAME Foundation, LDP identifies and cultivates talent from within the SAME membership. Through this program, SAME delivers vital leadership training for the A/E/C industry and value to our members and Posts. The LDP ensures strong leadership to tackle our nation’s national security infrastructure challenges now and in the future. The target participant is an enthusiastic, mid-career professional dedicated to the mission and strategic direction of the Society.

Who May Apply?

Members of the Society of American Military Engineers with at least one-year membership in the Society as of **December 1, 2023**, and with at least five years of progressive professional experience may apply.

Most of our candidates have 1-15 years of experience in the A/E/C industry, but we do not have a strict lower and upper limit. We are looking for LDP participants who have diverse experience and are ready for increased responsibilities within the Society and our industry.

KEY DATES
<p>Program Year May 2024– May 2025</p>
<p>Application Period October 1 – December 2, 2023</p>

Program Overview

The program is a yearlong commitment beginning at the 2024 SAME Joint Education and Training Conference (JETC). The graduation will be held at JETC 2025.

The one-year program is broken into three focus areas:

- 1. Know Yourself**
- 2. Know Your Team**
- 3. Know Your Future**

The program will kick-off the year with a classroom session at JETC 2024 facilitated by a professional experienced in the science of personality strength assessment and leadership coaching. The goal of the classroom session is to identify how each candidate's perception of the world around them informs their decision-making, and ultimately defines their values and beliefs. JETC 2024 will set the foundation for the rest of the year.

The class will consist of 20 participants.

Program Objectives

- Support the development of the next generation of world class military, government, civilian, and industry leaders for the Society and our Nation.
- Understand individual strengths and how to apply these strengths to achieve success.
- Understand team-building concepts including roles, responsibilities, and accountability.
- Develop leadership skills through training, assignments, a service project, and other opportunities.
- Foster leadership for the Nation!

Program Details

Methodology

Training information will be presented through a combination of classroom-style lectures, seminars, simulations, and hands-on experiences (a service project) throughout the program year. Participants will engage in detailed class discussions and synthesize concepts for application in their current and future leadership roles.

Reading Assignments

Participants are required to read and be prepared to discuss 3-4 books during the program. A reading list will be furnished to participants. Do not buy the books until the final list is confirmed. Purchase of the books will be the responsibility of the participant. Examples books from previous LDP classes include:

Possible Reading List		
Book	Author	Pages
The 21 Irrefutable Laws of Leadership	John Maxwell	256
Good to Great	Jim Collins	320
How to Win Friends and Influence People	Dale Carnegie	291
The 5 Dysfunctions of a Team	Patrick Lencioni	160
Quiet: The Power of Introverts in a World that Can't Stop Talking	Susan Cain	80

The 360 Leader	John Maxwell	288
Dare to Lead	Brené Brown	332
Extreme Ownership: How U.S. Navy Seals Lead and Win	Jocko Willink & Leif Babin	320
Leaders Eat Last	Simon Sinek	350
The Vision Driven Leader	Michael Hyatt	256

Mentoring

Participants will select a mentor to help shepherd their professional development throughout the year. If a mentor isn't readily available, participants can ask their Post President or Regional Vice-present for suggestions. The Academy of Fellows has agreed to pair participants up with a fellow, if needed.

Utilization Project

The Utilization Project Implementation Capstone (UPIC) requires that LDP participants make use of the leadership skills gained throughout the program. By initiating, leading, and completing a UPIC of their choice, participants apply their knowledge gained and skills learned through the program as well as providing service, leadership, and value to the Society and our members.

UPIC's can vary due to the participant's interest; chosen level of Society participation (Post, Regional, or National); local or national committee interests/needs; and availability to provide service to any SAME member, Federal Agency, SAME strategic partner, Posts, Regions, or SAME National. All UPIC's should be coordinated with mentors and will be approved by the SAME Executive Director to ensure tangible and valuable outcomes.

UPIC topics and execution should include the strengths and desires of the candidate as well as the mission, vision, and values of the Society.

Participation Outcomes

Upon completion of the 2024-25 Leader Development Program (LDP), participants will gain the following in preparation for increased leadership responsibilities:

- 120+ hours of formal leadership training
- A perspective larger than their organization
- Ability to understand and embrace change
- Incorporate the perspectives of peers, customers, stakeholders, and industry partners
- Ability to make timely, sound, and risk-based decisions
- Understand how leaders articulate and use vision and values
- The power of diversity
- Promote cooperation, coalition team building, and networking
- Develop knowledge and skills necessary to form relationships, teams, and partnerships
- Develop an understanding of mission, vision, and challenges of partnering agencies and stakeholders
- Learn to think strategically
- An understanding of industry-government engagement

Participant Responsibilities

Commitment of Time

Selection and participation are privileges. Participants must commit to the time during and after normal duty day hours. Participants must be able to travel. Participation is entirely voluntary. Most employers cannot afford for staff members to engage in a yearlong program where the employee will be away from their office responsibilities. Therefore, this program has been designed to offer optimal benefits using the least amount of out-of-office time possible. Estimate time required by participants:

- 2024 JETC – 5 days (up to 20 hours of LDP training/activities. Details may change.)
- 2025 JETC – 5 days (up to 4 hours of formal training plus graduation ceremonies.)
- Monthly Webinars and Book Discussions – 20 hours
- Monthly Preparation and Reflection – 14 hours
- Reading Assignments – 24 hours
- UPIC Project – up to 50 Hours Depending on the Project

Attendance

Program participants must attend JETC 2024, provide an initial briefing of their UPIC project, and a final brief of the UPIC. Throughout the year participants are expected to attend all on-line class sessions, as well as JETC 2025. We understand conflicts do come up and that work must come first at times therefore online sessions are recorded. If a participant misses a session, they are expected to listen to the recording of the session missed. If a participant misses more than **three (3) hours** of program sessions, or a **mandatory program session**, he or she may be dropped from the program. All mandatory sessions (listed with an *) and other session dates are listed below. Employees must work out the time and absences in accordance with their own organizational policies.

Program

Participants will meet with leaders from government, private sector, and academic fields to discuss issues impacting our nation and explore each topic with special attention focused on building core competencies. The 2024-25 Leader Development tentative session dates are as follows:

Date(s)	Session	Module
May 2024 (JETC)*	Know Your Self * Mandatory in person attendance	Self
June 2024	Team Performance	Team
July 2024	Leading Global Teams	Team
August 2024	Milestone Planning/Time Management	Team
September 2024	Support Your Values	Self
August/September 2024*	UPIC Proposal Submission & Approval	
October 2024	Transition & Transformation: From Teammate to Team Leader	Team
November 2024	Business Acumen & Financial Awareness	Future
December 2024	No Formal Session – Holiday Break	

January 2025	Leader Resiliency in Crisis & Trauma	Future
February 2025	Becoming the Leader You Want to Follow	Future
March 2025	Leadership Grab Bag	Future
April 2025*	UPIC Project Final Presentations*	
May 2025	JETC 2024 - Coaching as Leadership Skill *	
May 2025	JETC 2024 - Graduation	

DATES ARE SUBJECT TO CHANGE

Program Tuition Cost

Thanks to the generous donations of individual members, sustaining members, and friends of the Society, the SAME Foundation is covering most of the cost to participate in the Leader Development Program. Participants will have their JETC 2024 and JETC 2025 registration, travel, and lodging paid by the SAME Foundation. Salary, books, and all other materials are paid for by the participant or the participant’s organization.

Benefit

The estimated cost avoidance/savings to organizations for the 2024-2025 Leader Development Program is conservatively estimated at **\$10,000** per participant based on each participant taking these courses individually outside of the program. The program is expected to provide 120+ professional development hours (PDH).

The Application

Each applicant must submit the following as part of the application:

- Online Application and Answers to Narrative Questions**
- Resume**
- Letter of Recommendation from Employer/Supervisor**
- Letter of Recommendation from SAME Post President or National COI Chair**

In the online application, participants are asked to respond to the following questions:

1. Why Do You Feel You Should Be Selected For The SAME LDP? 30 Points

Referring to your biographical information, education, and work experience, explain why you should be selected. Provide a brief synopsis of activities which show possession of the ability to lead. Activities can include leadership in SAME, your work, the community, religious organizations, and civic programs. 400 Word Limit.

2. What Do You Expect To Gain From Participating In The SAME LDP? 30 Points

What do you expect to gain from the LDP experience and how do you see that affecting your leadership capabilities in the future? (400-word limit)

3. How Do You Intend to Use This Experience to Further the SAME Mission and Vision? 30 pts

Following Your Participation, How Do You See Yourself Advancing the SAME Strategic Plan at the Post, Region, and/or National Level? (400-word limit) You can find the Strategic Plan at <https://www.same.org/wp-content/uploads/2022/08/same-strategic-plan-2025.pdf>.

Each applicant must submit a letter of recommendation from her or his direct supervisor, stating why they are a solid candidate for this program. If the supervisor is unavailable, submission of a short statement regarding their unavailability and a letter from a former supervisor, or someone in a leadership position above the applicant's supervisor will be accepted. A letter from a Post leader may be substituted if an employer is not available.

Each applicant must submit a letter of recommendation from his or her Post President or the Chair of a National COI Steering Committee.

Deadline

Applications will be accepted from **October 2 through December 1, 2023**.

All applications **MUST** be submitted electronically no later than midnight (Eastern Standard Time) on **December 1, 2023**, for consideration.

Please note: Late or Incomplete applications will not be considered.

Selection Process (Dates subject to change.)

- Regional Vice Presidents will review the applications, conduct interviews in conjunction with the Post Presidents, if needed, and select one (1) primary participant, ranked alternates, and non-selects which will be forward to the LDP Task Force for confirmation by January 5, 2024.
- The SAME LDP Task Force will review the RVP submissions to ensure all the participants and alternates meet the program criteria and assign any alternates, if necessary, no later than January 19, 2024.
- SAME LDP Task Force / Academy of Fellows Select Participants from Alternates for Additional Openings: February 2, 2024
- SAME LDP Task Force notifies RVPs of All Selects, Remaining Alternates, and Non-Selects: February 9, 2024
- RVPs / Post Presidents notify Non-Selects and Remaining Alternates: February 16, 2024
- RVPs / Post Presidents notify Selects: February 23, 2024
- Selects notify SAME LDP Task Force (Jeannine) of Intent to Accept: March 8, 2024
- SAME LDP Task Force Fills Any Remaining Open Slots from Alternate List: March 15, 2024
- SAME LDP Task Force Notifies RVPs/Post Presidents/Alternates of Final List: March 15, 2024
- SAME LDP Task Force Posts Final Class Roster on Social Media: March 22, 2024

- SAME LDP Task Force Provides Article for LDP Selects for Real Time/TME: March 22, 2024
- SAME LDP Task Force provides instructions to selects for JETC attendance: April 5, 2024
- 2024-2025 LDP Selects Attend JETC 2024 (Orlando, Florida): May 13 – 16, 2024

Review Criteria

Candidate applications will be rated on the following:

- Leadership across functional and geographic boundaries
- Past and current engagement in the SAME
- Future contributions to the SAME

To Apply

1. Visit the SAME Leader Development Program webpage, [Leader Development Program - SAME](#), for the application form and login instructions. The application form will be open October 2 – December 1, 2023.
2. Once begun, you will be able to revise the application until December 1st. No revisions will be accepted after that.
3. A copy of the application questions is available for download at [Leader Development Program - SAME](#)

For More Information

To learn more about the Leader Development Program, visit: [Leader Development Program - SAME](#) or email Jeannine Finton, jfinton@same.org.

SAME provides equal opportunity for all persons without regard to race, color, sex, age, national origin, religion, gender, disability, sexual orientation, marital status, or political affiliation.