



**League for Innovation in the Community College
Executive Leadership Institute
2026 Application Packet**

December 6-9, 2026
Tempe Mission Palms
Tempe, Arizona

January 26-28, 2027
Virtual

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GENERAL INSTRUCTIONS

Thank you for your interest in the 2026 Executive Leadership Institute (ELI).

Letters of Recommendation and Résumé. Before you begin the online application process, you will need to gather the following:

- Two letters of recommendation (One must be from your institution's president/chancellor.)
- Résumé in Word format, Calibri 11 font (The preferred résumé format, leadership terms, and presidential self-assessment on the following pages are provided for guidance.)

You will upload your résumé and letters of recommendation in the online application. To access the online application:

1. Go to www.league.org and log in to your account.*
2. Hover over the 'My Account' dropdown in the top, right corner of the page and select 'ELI Application.'
3. Click on 'Create New Executive Leadership Institute Application.'

**If you do not yet have a League account, go to www.league.org/user to create one. If you have a League account but do not remember your username and/or password, click on 'Forgot Password?' and use the email address associated with your account to request your account credentials. You will receive an email with a password reset link.*

Your ELI application will automatically be saved as you progress through it. If you start the application and find you are not yet ready to submit, follow these steps to access it later:

1. Use steps 1 and 2 in the instructions above to find your application.
2. On the landing page, click on 'Details' to the right of your pending submittal to reenter the application. (Please do not create a new ELI application.)
3. Use the tabs to the left to navigate and complete your application.

A \$200 nonrefundable application fee, payable by credit card only, is required to complete your ELI application. **Purchase orders and checks are not accepted for this fee.**

Application Deadline. Applications for the 2026 Executive Leadership Institute are due no later than **August 31, 2026.**

Attendance. Completion of the 2026 Executive Leadership Institute requires attendance at all activities, including those in the evening, on both the December 2026 and January 2027 ELI dates.

RÉSUMÉ FORMAT – ELI

FIRST NAME MIDDLE INITIAL LAST NAME

Street Address, Apartment # (if applicable)

City, State, Zip Code

Home phone-H; Personal cell phone-C

Personal Email Address

PROFESSIONAL EXPERIENCE

Current Employer Name, City, State

Provide a short paragraph describing the size of the institution, distinguishing characteristics, etc.

Position Title

Start Year-End Year

Reporting line. Write a one-to-two sentence paragraph that describes your primary areas of responsibility. Be brief; feature your breadth of experience.

Key Accomplishments – Bulleted List

- Select 5-6 special achievements, while you held this position, in which your leadership provided the impetus for and had a noteworthy impact on the organization. Provide measurable outcomes such as funds raised, needs addressed, programs initiated, evidence of your contributions, etc.

Previous Employer Name, City, State

Provide a short paragraph describing the size of the institution, distinguishing characteristics, etc.

Position Title

Start Year-End Year

Reporting line. Write a one-to-two sentence paragraph that describes your primary areas of responsibility. Be brief; feature your breadth of experience.

Key Accomplishments – Bulleted List

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Start Year-End Year

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Key Accomplishments – Bulleted List

- Select 5-6 special achievements, while you held this position, in which your leadership provided the impetus for and had a noteworthy impact on the organization. Provide measurable outcomes such as funds raised, needs addressed, programs initiated, evidence of your contributions, etc.

Repeat this pattern back to the beginning of your professional career. Explain any gaps. Be selective in order to illustrate your leadership accomplishments.

EDUCATIONAL EXPERIENCE

Doctoral Degree, University/College Name, State Year Earned
(Add dissertation title only if directly related to educational leadership)

Master's Degree, University/College Name, State Year Earned
(Add thesis title only if directly related to educational leadership)

Bachelor's Degree, University/College Name, State Year Earned

Additional leadership development activities such as the Executive Leadership Institute, Chair Academy, National Institute for Leadership Development, etc.

PROFESSIONAL SERVICE

List services to your college or professional organizations which were outside your job description, for which you provided organizational leadership, etc. This would include an internal role, such as President of the Faculty Senate or Director of Strategic Planning, or an external role, such as board membership or a leadership position for a professional state or national organization relating to your professional work.

COMMUNITY SERVICE

List membership and leadership roles in organizations such as a chamber of commerce, rotary club, or other service organizations. If you held leadership positions in other community organizations, list these as well. It is appropriate to include leadership positions held in religious organizations or homeowners' associations, as these are additional opportunities that demonstrate your leadership capabilities.

RECOGNITIONS AND AWARDS

Provide the title of the award, the organization presenting the award, and the year awarded. You can include being a selected participant in the Executive Leadership Institute (year) in this category.

PRESENTATIONS AND PUBLICATIONS

Present a selective list of recent presentations and publications for which you were the primary presenter or author. For publications, include the title and year. For presentations, include the name of the organization and the conference and year at which you gave the presentation.

OTHER

Add any category that you feel is relevant to the various items listed in the position announcement of the college to which you are applying. You may include languages other than English here, if you read, write, and speak the language(s) with facility.

LEADERSHIP TERMS FOR RÉSUMÉ

| | | |
|--------------|--------------|---------------|
| Accomplished | Encouraged | Provided |
| Activated | Enhanced | Raised |
| Added | Established | Realigned |
| Addressed | Expanded | Reactivated |
| Advocated | Facilitated | Reconstructed |
| Assessed | Implemented | Reduced |
| Built | Improved | Repositioned |
| Caused | Incorporated | Resolved |
| Championed | Influenced | Revitalized |
| Collaborated | Initiated | Revised |
| Committed | Inspired | Secured |
| Consolidated | Involved | Served |
| Created | Led | Simplified |
| Delivered | Launched | Sought |
| Demonstrated | Motivated | Spearheaded |
| Designed | Moved | Streamlined |
| Developed | Negotiated | Strengthened |
| Directed | Overhauled | Upgraded |
| Eliminated | Pioneered | Won |

PRESIDENTIAL PREPAREDNESS SELF-ASSESSMENT

Section #1

Mark the choice that matches your level of knowledge and experience in the following areas:

| | None | Limited | Considerable | Extensive |
|--------------------------------------|-------|---------|--------------|-----------|
| Academic Affairs | _____ | _____ | _____ | _____ |
| Accreditation | _____ | _____ | _____ | _____ |
| Assessment | _____ | _____ | _____ | _____ |
| Athletics | _____ | _____ | _____ | _____ |
| Board Relations | _____ | _____ | _____ | _____ |
| Budget Development/Management | _____ | _____ | _____ | _____ |
| Building Business Partnerships | _____ | _____ | _____ | _____ |
| Collective Bargaining/Negotiations | _____ | _____ | _____ | _____ |
| Community Involvement | _____ | _____ | _____ | _____ |
| Community Relations/External Affairs | _____ | _____ | _____ | _____ |
| Construction Management | _____ | _____ | _____ | _____ |
| Crisis Management | _____ | _____ | _____ | _____ |
| Culture of Evidence | _____ | _____ | _____ | _____ |
| Curriculum Development | _____ | _____ | _____ | _____ |
| Diversity | _____ | _____ | _____ | _____ |
| Dual Enrollment | _____ | _____ | _____ | _____ |
| Economic Development | _____ | _____ | _____ | _____ |
| Facilities | _____ | _____ | _____ | _____ |
| Facility Planning | _____ | _____ | _____ | _____ |
| Finance | _____ | _____ | _____ | _____ |

PRESIDENTIAL PREPAREDNESS SELF-ASSESSMENT

Section #1 (continued)

Mark the choice that matches your level of knowledge and experience in the following areas:

| | None | Limited | Considerable | Extensive |
|----------------------------------|-------|---------|--------------|-----------|
| Government Relations/Lobbying | _____ | _____ | _____ | _____ |
| Grants | _____ | _____ | _____ | _____ |
| Human Resources | _____ | _____ | _____ | _____ |
| Legal Issues | _____ | _____ | _____ | _____ |
| Media Relations | _____ | _____ | _____ | _____ |
| Online Learning | _____ | _____ | _____ | _____ |
| Organizational Transformation | _____ | _____ | _____ | _____ |
| Partnerships: K-12 | _____ | _____ | _____ | _____ |
| Partnerships: Baccalaureate | _____ | _____ | _____ | _____ |
| Professional Development | _____ | _____ | _____ | _____ |
| Public Relations | _____ | _____ | _____ | _____ |
| Resource Development/Fundraising | _____ | _____ | _____ | _____ |
| Risk Management | _____ | _____ | _____ | _____ |
| Shared Governance | _____ | _____ | _____ | _____ |
| Strategic Planning | _____ | _____ | _____ | _____ |
| Student Affairs | _____ | _____ | _____ | _____ |
| Student Success Agenda | _____ | _____ | _____ | _____ |
| Uses of Technology | _____ | _____ | _____ | _____ |
| Workforce Development | _____ | _____ | _____ | _____ |

PRESIDENTIAL PREPAREDNESS SELF-ASSESSMENT

Section #2

Mark the choice that most accurately reflects your personal attributes in the following areas:

| | Rarely | Sometimes | Frequently | Always |
|---|--------|-----------|------------|--------|
| Admit and Learn From Mistakes | _____ | _____ | _____ | _____ |
| Balance Work and Play | _____ | _____ | _____ | _____ |
| Care for Physical and Mental Health | _____ | _____ | _____ | _____ |
| Choose Being Respected Over Being Liked | _____ | _____ | _____ | _____ |
| Collaborative | _____ | _____ | _____ | _____ |
| Comfortable on Camera | _____ | _____ | _____ | _____ |
| Decision Maker | _____ | _____ | _____ | _____ |
| Diplomatic | _____ | _____ | _____ | _____ |
| Empower Others | _____ | _____ | _____ | _____ |
| Energetic | _____ | _____ | _____ | _____ |
| Enthusiastic | _____ | _____ | _____ | _____ |
| Ethical and Fair | _____ | _____ | _____ | _____ |
| Excellent Communication Skills | _____ | _____ | _____ | _____ |
| Focus on Positive | _____ | _____ | _____ | _____ |
| Foster Inclusion | _____ | _____ | _____ | _____ |
| Goal Oriented | _____ | _____ | _____ | _____ |
| Good Listener | _____ | _____ | _____ | _____ |
| Have Clear Ethical Compass | _____ | _____ | _____ | _____ |
| Honor Diversity | _____ | _____ | _____ | _____ |
| Inclusive | _____ | _____ | _____ | _____ |

PRESIDENTIAL PREPAREDNESS SELF-ASSESSMENT

Section #2 (continued)

Mark the choice that most accurately reflects your personal attributes in the following areas:

| | Rarely | Sometimes | Frequently | Always |
|-------------------------------------|--------|-----------|------------|--------|
| Innovator | _____ | _____ | _____ | _____ |
| Integrity | _____ | _____ | _____ | _____ |
| Know Strengths and Weaknesses | _____ | _____ | _____ | _____ |
| Long-Term Planner | _____ | _____ | _____ | _____ |
| Loyal | _____ | _____ | _____ | _____ |
| Make Data-Informed Decisions | _____ | _____ | _____ | _____ |
| Motivator of Others | _____ | _____ | _____ | _____ |
| Open to Constructive Criticism | _____ | _____ | _____ | _____ |
| Patient/Persistent | _____ | _____ | _____ | _____ |
| Politically Astute | _____ | _____ | _____ | _____ |
| Politically Savvy | _____ | _____ | _____ | _____ |
| Professional Under Pressure | _____ | _____ | _____ | _____ |
| Recognized as Leader by Others | _____ | _____ | _____ | _____ |
| Self-Motivated | _____ | _____ | _____ | _____ |
| Sense of Humor | _____ | _____ | _____ | _____ |
| Skilled Communicator | _____ | _____ | _____ | _____ |
| Take Issues Seriously, Not Yourself | _____ | _____ | _____ | _____ |
| Team Builder | _____ | _____ | _____ | _____ |
| Think on Your Feet | _____ | _____ | _____ | _____ |
| Visionary/Futurist | _____ | _____ | _____ | _____ |
| Willing and Able to Delegate | _____ | _____ | _____ | _____ |