



# CITY OF TULSA LEADERSHIP DEVELOPMENT PROGRAM

*Applications will be accepted until 5 p.m., February 8, 2013 in the Employment Office.*

Are you ready to take on new challenges and gain new work skills? Prepare for your future and apply for Leadership U, an opportunity-based program to help you build your knowledge of the City and Community.

## **MINIMUM REQUIREMENTS:**

- Associate's Degree (or equivalent 60 accredited college hours). No substitution allowed under PPPM 128
- Completion of two (2) years of service with the City of Tulsa
- Meet all other promotional eligibility requirements

## **HOW TO APPLY:**

Complete the special Leadership U application by visiting:

<http://doclib.cityweb.gov/docs/Human%20Resources/Leadership%20U/Leadership%20U%20Application.pdf>

Incomplete applications will not be accepted – all required documents must be attached. New transcripts are not required, provided a current transcript reflecting completion of the required college hours is in your Personnel File in Human Resources.

Completed applications and all attachments should be presented to the Employment Office – OTC 2<sup>nd</sup> floor by 5 p.m., February 8, 2013. Late applications will not be considered.

## **REQUIREMENTS FOR SUCCESSFUL COMPLETION OF THE PROGRAM:**

**Leadership U is a 10-month program that will require a commitment from participants beyond regular job responsibilities. Candidates must commit to the following:**

- Full attendance at orientation
- Maintaining a minimum level of 80 percent attendance in the total program
- Completion of the assigned project
- Maintaining a proficient level of performance at your current job with the City of Tulsa
- Full support of the participant's Supervisor