

## Emerging Leaders Academy Sample Participant Nomination

To ensure the right firm members are chosen to participate in Emerging Leaders Academy, we have developed a form to circulate asking for nominations and/or applications to the program. Please modify this information as appropriate. For example, you may wish to:

- Tie to your firm's strategic initiatives
- Specify how many individuals will be accepted each year
- Indicate how many individuals each office / shareholder should nominate
- Identify who can nominate individuals and the requirements for acceptance
- Describe who can apply for the program
- Give contact information for past firm participants

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### Email to your firm's leadership group (partners, office vice presidents, office managers, etc.)

To encourage career development within the firm and prepare our next generation of leaders, the firm is offering the unique opportunity to enroll individuals in an outstanding leadership development course created and delivered by Upstream Academy. Emerging Leaders Academy is a two-year course designed for emerging leaders who show outstanding promise as future firm leaders.

Please consider who within the firm should participate in this program and use the attached form to nominate them for inclusion. Attached is a brochure describing the program.

The registration deadline for the program is May 15, so please complete the attached form and return it to \_\_\_\_\_ (email address) by \_\_\_\_\_ (date). All participants must be approved by \_\_\_\_\_ (the firm's managing partner, office vice president, etc.). Approved participants will be informed by \_\_\_\_\_ (date).

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### Email to your potential Emerging Leaders Academy participants

To encourage career development within the firm and prepare the next generation for inclusion in our firm leadership, we are offering the unique opportunity to enroll in an outstanding leadership development course created and delivered by Upstream Academy. Emerging Leaders Academy is a two-year program designed to help managers, senior managers and new partners become exceptional firm leaders by providing important tools, training and resources.

If you are interested in being considered for enrollment in this program, please use the attached form to apply. Attached is a brochure describing the program.

The registration deadline for the program is May 15, so please complete the attached form and return it to \_\_\_\_\_ (email address) by \_\_\_\_\_ (date). All participants must be approved by

\_\_\_\_\_ (the firm's managing partner, office vice president, etc.). Approved participants will be informed by \_\_\_\_\_ (date).

### **Press Release**

Our firm is committed to helping the next generation of leaders maximize their careers. In line with this philosophy, we are excited to announce that **participant** has been chosen to participate in Upstream Academy's **Emerging Leaders Academy**. This two-year leadership development program is a course for firm members who show outstanding promise as future firm leaders. The program helps them put their hands on the steering wheel of their own careers by giving them the tools, training and resources they need to excel. As part of the program, **participant** will complete yearly goals, attend Leadership conferences, and tackle a challenging yearly project.