**Applications - Due by Friday, April 11, 2025**



2025 Indiana Library Leadership Academy

Please fill out all six sections of the application completely. Email completed applications to Kara Cleveland, [kcleveland@library.in.gov](mailto:kcleveland@library.in.gov) at the Indiana State Library. Include in your email this application, a copy of your resume, answers to Section 2 questions, and project proposal.

**Section 1 - Contact Information**

Name

Job Title

Library

Address

City, State, Zip

Phone

Email

**Section 2 - Questions**

Please limit your answer for each question to no more than 250 words and attach the document to your application. You must answer all five questions. Each question is worth 15 points. Combined they represent 75 of the 100 possible points on the application.

1. Provide a short summary of your library experiences and/or employment, including volunteer activities, if applicable. Describe how these experiences have prepared you to pursue leadership opportunities.
2. Provide a short summary of your community/civic/school involvement and describe any leadership skills gained through these experiences.
3. Describe a time when you used your leadership skills to address a challenging situation and/or implement a change in a community, civic, school or professional setting.
4. Why do you want to participate in the Indiana Library Leadership Academy?
5. What strategies or skills do you think future library leaders should have and why?

**Section 3 - Project**

Leaders affect impactful change. Indiana Library Leadership Academy participants will be expected to implement an individual project over the course of the year. Projects should be related to improving, enhancing and/or strengthening some aspects of the participant’s library or community. Individual projects can be tailored to fit the needs of an individual library, but, ideally, there would also be potential for replication elsewhere.

You will have the opportunity to further develop your project plan with feedback from fellow participants and mentors during and after the in-person event. For the application we ask that you provide a basic outline of your project by describing a current problem faced by your library or community, a potential solution and, within that solution, an opportunity for you to undertake a project that would contribute to that solution.

PROBLEM: Describe a significant challenge currently being faced by your library or community. (100 words or less)

SOLUTION: What action, project or initiative might help to alleviate that problem? (100 words or less)

OPPORTUNITY: What can you do, alone or with colleagues and partners, to contribute to that solution? (100 words or less)

**Section 4 - References**

Please provide contact information for 2 professional references.

**Reference 1**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Reference 2**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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The Indiana State Library will email the above references the following questions that will serve

as a letter of recommendation. Their responses will be due by Friday, April 25.

Please don’t answer the questions below which will be for your reference to answer.

1. How long have you known the candidate and how have you observed the candidate’s professional growth over time?
2. Please share two concrete examples when you have seen the candidate demonstrate leadership.
3. Do you see the candidate as being successful and receiving benefits from participating in the Indiana Library Leadership Academy?

**SECTION 5 - Statement of Commitment and Signature**

I understand that if selected to participate in the Indiana Library Leadership Academy, I will:

 Attend or view the recording of the welcome webinar to be held prior to the in-person event.

 Attend all sessions of the Indiana Library Leadership Academy to be held beginning the evening Tuesday, August 5 for a Welcome Meal and the days of Wednesday, August 6, Thursday, August 7 and Friday, August 8 until midday.

 Ensure that the registration fee of $350.00 is fully paid and indicate who should receive the invoice for payment.

 Commit to fully contributing during the INLLA sessions and commit to working with my group who will be assigned to me, working with my mentor who will be assigned to me, and contributing to at least four virtual follow-up sessions.

 Agree to follow the 2025 INLLA timeline which will be available by May 30, 2025.  Implement a project for my library or community.

**SECTION 6 - Administrative Information**

The following questions are for administrative purposes only. They will NOT influence selection decisions.

I am applying as a:

Librarian with MLS degree

Non-MLS library employee

Non-MLS library employees currently enrolled in a library science program

How many years have you been employed in the library field? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How did you learn about the Indiana Library Leadership Academy? Select all that apply.

Social media announcement

Library listserv announcement

Indiana State Library website

Referred to by colleague

Referred by supervisor or another manager

Wednesday Word

Indiana Library Federation

Other

Do you have any special dietary needs? Please explain:

As a reminder, **applications are due on or before Friday, April 11, 2025, end of business day**. **Email completed application to Kara Cleveland,** [**kcleveland@library.in.gov.**](mailto:kcleveland@library.in.gov) Include in your email this application, the answers to the questions along with a copy of your resume. **Applicants will be notified by Friday, May 23, 2025.**