**Applications are accepted February 3 through April 15, 2023, for Cohort 17: 2023-24.**

**Please note:** The entire application package must be submitted online all at once. Applicants cannot save their application and come back to it later to complete and submit. All progress will be lost if you close out of your browser before submitting your application.

The required components of the application package consist of three sections: (1) a nomination letter from your Director or CEO, (2) applicant resume and essay, and (3) three recommendation letters, including one from your immediate supervisor. Applicants will also need to provide contact information for themselves and their nominator and recommenders in fillable forms. Applicants will also be required to indicate their agreement and understanding of the program requirements and considerations.

**Nominations** must come from the organization’s CEO or Director. The nominator will write a letter, which shall be no more than two pages, explaining why the nominee should be chosen to participate in the NCLI. There does **not** need to be an adaptive challenge identified in the letter. The letter of nomination must be signed by the CEO/Director of the organization.

The applicant **resume** should be two pages or less and should only detail job experiences that highlight your leadership potential and experience.

The applicant **essay** should be two pages or less and should include why you're committed to natural resource conservation, the types of leadership roles you've held or aspire to, the kinds of adversity you've faced, and what you hope to contribute to the conservation community. Your essay should be written using your authentic voice rather than a technical style. Write the essay with sincerity and from your heart, highlighting your commitment and passion.

Applicants must solicit three people to write letters of **recommendation**. Each recommendation letter should be limited to no more than two pages. One recommendation letter must be from the applicant's current supervisor. Each letter should name the nominee and include the recommender’s name. ﻿If an applicant's nominator is also their current supervisor, the nominator/supervisor should indicate so in the nomination letter, and that letter should be uploaded into both applicable spots. ﻿Recommendation letters should illustrate the applicant's ability in the following areas:

* Leadership courage/ taking risks
* Leading organizational change
* Delivering results
* Motivating people
* Building effective coalitions

Applicants are responsible for soliciting, gathering, and submitting all necessary application documents.

Submission of a completed application package indicates your intent to participate in all aspects of the NCLI program and your agencies’ commitment to meet the financial obligations of your participation should you be accepted. Once the application packet has been received, a scoring committee will review and rate all applicants. The NCLI Board will take these scores and other factors into consideration to select 36 Fellows from the pool of applicants. Applicants will be rated on the following criteria:

•             Level of commitment to natural resource conservation

•             Personal and professional goals/ accomplishments

•             Capacity to lead organizational change

•             Decision making ability

•             Capacity to motivate people

•             Capacity to build effective coalitions

•             Capacity to deliver results

•             Conservation work experience

•             Communicates clearly

•             Leadership courage/ taking risks

•             Level of desire to step into leadership

•             Persistence in overcoming adversity

•             Organizational support for leadership development

All information submitted is held in confidence during the selection process.

Questions regarding the application process may be directed to Amanda Myers at amyers@fishwildlife.org.

Note: NCLI does not discriminate based on age, gender, race, color, national origin, religion, or political beliefs.

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**The remainder of this document includes copies of the fillable forms applicants will be asked to complete along with their file uploads.**

**NCLI Fellow Application Profile Information**

* First Name
* Last Name
* Name of Your Organization
* Title/Position
* Work Email
* Work Phone Number
* Work Address
* What type of organization do you represent? Federal, Industry, NGO, State agency, Tribe
* Please tell us how you heard about the NCLI: (Choose all that apply)
* Have you applied to the NCLI in previous years? (Choose applicable cohort/year; choose all that apply)

**Nomination Form**

Nominations must come from the organization’s CEO or Director. The nominator will write a letter explaining why the nominee should be chosen to participate in the NCLI. The letter of nomination must be signed by the CEO/Director of the organization.

* Nominators First Name
* Nominators Last Name
* Nominators Organization
* Nominators Title
* Nominators Email
* Nominators Phone Number

**Recommendation Form**

Applicants must solicit three people to write letters of recommendation. One recommendation letter **must** be from the applicant's current supervisor. Each letter should name the nominee and include the recommender’s name as well. Recommendation letters should illustrate the applicant's ability in the following areas:

* Leadership courage/ taking risks
* Leading organizational change
* Motivating people
* Building effective coalitions
* Delivering results
* Persistence in overcoming adversity

Letter 1 – Current Supervisor

* Recommenders First Name
* Recommenders Last Name
* Recommenders Organization
* Recommenders Title
* Recommenders Email
* Recommenders Phone Number

Letter 2

* Recommenders First Name
* Recommenders Last Name
* Recommenders Organization
* Recommenders Title
* Recommenders Email
* Recommenders Phone Number

Letter 3

* Recommenders First Name
* Recommenders Last Name
* Recommenders Organization
* Recommenders Title
* Recommenders Email
* Recommenders Phone Number