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19-191  
09/16/19

## Application for the SFPD Leadership Development Institute

Beginning in September 2019, the San Francisco Police Department will launch the first Leadership Development Institute (L.D.I.) cohort. The L.D.I. will offer leadership training to all members (sworn and professional staff) in order to provide professional and personal development and enhance leadership at all levels. The Department is proud to offer this training at a facility in the Presidio in partnership with the Presidio Trust and the San Francisco Police Officers' Association.

The mission of the L.D.I. is to develop shared leadership through interdependence and teamwork and provide members with the knowledge and skills to lead without the "Stars and Bars." Through facilitated discussions, open respectful dialogue, dynamic engagement and shared experiences, each student will have an opportunity to develop in a positive learning environment.

The L.D.I. will consist of 12 sessions; the hours will be 0900-1700 hours. The attire for the training is business casual.

The dates for Cohort 20-01 are as follows:

Wednesday, January 15, 2020  
Wednesday, February 12, 2020  
Wednesday March 11, 2020  
Wednesday, April 15, 2020  
Wednesday, May 13, 2020  
Wednesday, June 10, 2020  
Wednesday, July 8, 2020  
Wednesday, August 5, 2020  
Wednesday, September 2, 2020  
Wednesday, October 7, 2020  
Tuesday, November 10, 2020  
Wednesday, December 9, 2020

In order to successfully complete the program, attendance is mandatory for at least 10 sessions (with an opportunity to make up missed sessions). The Department plans to offer several cohorts each year.

### APPLICATION PROCESS

All sworn and professional staff of the San Francisco Police Department are eligible to apply. Each Cohort is limited to 25 members (sworn and professional staff). It is the goal of the LDI to comprise 80% of each cohort with Officers, Sergeants, and Professional Staff.

The following is required to apply:

- Completed application (see attached)
  - Resume
  - Cover Letter to answer the following questions:
    - 1) Describe what you hope to gain from this training experience.
    - 2) Describe how you envision your leadership role in the SFPD.
    - 3) Describe your leadership philosophy and style.
- \*maximum of 300 words per question allowed

**All required items listed above need to be scanned and e-mailed to [SFPD.LDI@sfgov.org](mailto:SFPD.LDI@sfgov.org). Members shall "CC" their commanding officer.**

**Completed application packets (sent by e-mail) are due no later than 14 days from the date of this bulletin.**

Hard copies of application packet can be sent to Deputy Chief Greg Yee, Administration Bureau, Police Headquarters, 1245 3<sup>rd</sup> Street, 6<sup>th</sup> Floor.

## **SELECTION PROCESS**

The selection process will be as follows:

- All applications will be reviewed by a screening committee.
- Screening committee will advance selected applicants to an interview committee.
- Interviews will be scheduled for selected applicants.
- Selection committee to select members for acceptance into L.D.I. with final approval by Chief of Police William Scott or designee.

Members not selected will have an opportunity to receive feedback from the L.D.I. selection committee.

Members with questions about the Leadership Development Institute can contact the Training Division at (415) 401-4600.



**WILLIAM SCOTT**  
Chief of Police

*Per DB 19-156, both sworn and non-sworn members are required to electronically acknowledge receipt and review of this Department Bulletin in HRMS. Any questions or clarification regarding this policy should be made to [sfpd.writtendirectives@sfgov.org](mailto:sfpd.writtendirectives@sfgov.org) who will provide additional guidance about the directive.*

**APPLICATION FOR LEADERSHIP DEVELOPMENT INSTITUTE**

Date of Application: \_\_\_\_\_

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

Email address: \_\_\_\_\_

Telephone: (home) \_\_\_\_\_ (cell) \_\_\_\_\_ (work) \_\_\_\_\_  
(Indicate contact number preferred by circling)

Date of Appointment to SFPD: \_\_\_\_\_

Date of Appointment to current rank: \_\_\_\_\_

Present Assignment: \_\_\_\_\_ Watch: \_\_\_\_\_

Immediate Supervisor: \_\_\_\_\_

Present Commanding Officer: \_\_\_\_\_

**Education and Experience**

**Education:**

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**Department Assignments/Experience:**

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**Describe any off-duty activities and interests with relevance to Leadership:**

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**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please forward application packet to Deputy Chief Greg Yee, Administration Bureau, Police Headquarters, 1245 3<sup>rd</sup> Street, 6<sup>th</sup> Floor.

NOTE: As stated in bulletin, scan original and e-mail before sending hard copy.