



## City Scholars® Fellowship for Education Nomination and Selection Process FAQs

### Who can be nominated for the City Scholars® Fellowship for Education?

Your nominee must be a full-time, salaried CEO who leads a 501(c)(3) tax-exempt, education-focused nonprofit that:

- provides academic support, mentoring and/or creative enrichment to help predominantly (>51%) low-income youth (pre-K to college) stay in school, out of trouble and on track to a brighter future;
- serves the Greater Southern California region; and,
- employs at least two paid staff, including the CEO.

Moreover, your nominee must be excited about and 100% ready, willing and able to fulfill the rigorous City Scholars® First-Year Foundation Fellow Leadership Pledge (a sample copy of which is included at the end of this FAQ guide).

### What do successful Fellowship for Education nominees have in common?

When selecting Foundation Fellows, we look to invest in and partner with mission-driven education nonprofit CEOs who:

- can benefit from AND contribute to our Fellowship for Education's vibrant and diverse leadership community (47% CEOs of color, 56% women, 47% lead nonprofits with annual revenues of less than \$1 million, 37% have served as CEO for <5 years and 21% have served as CEO for >15 years);
- can check their egos at the door, bringing an open mind and heart to learn, grow and be challenged as leaders;
- are ready to fully leverage the Fellowship for Education opportunity, using what they learn and sharing what they know to help each other strengthen the nonprofits they lead and measurably improve educational opportunities and outcomes for the youth they serve; and,
- have the demonstrated support of their Board Chairs to participate with our Fellowship for Education.



**City Scholars**® FOUNDATION

Better Together for Education™

## **What is important for Fellowship for Education nominees to understand?**

Nominees need to have a clear understanding of the required First-Year Foundation Fellow Leadership Pledge, which includes 100% participation with our Fellowship Kickoff (January), monthly Fellowship Roundtables (February - September) and Fellowship Retreat (October).

First-Year Foundation Fellows also participate with a required 90-minute virtual CEO ESSENTIALS® BootCamp held on Wednesday from 10:15 a.m. to 11:45 a.m. one week prior to each monthly Fellowship for Education convening.

No late arrivals or early departures. No offers of "just missing a bit" or "calling in." This may sound difficult for nonprofit CEOs, but it is a commitment that all of our current Foundation Fellows willingly respect.

Inability to commit to 100% participation eliminates nominees from consideration for the coming year.

**Please see the attached documents, including the First-Year Foundation Fellow Leadership Pledge and 2023 Fellowship for Education Calendar.**

## **Do we accept self-nominations?**

No. Candidates must be nominated by business, education, nonprofit, government or community leaders.

## **What do I need to submit a Fellowship nomination?**

In order to submit a Fellowship for Education nomination form, you will need the following information:

- Nominator contact information
- Description of any association with the City Scholars® Foundation
- Nominee contact information
- Nominee age group
- Nominee ethnicity
- Nominator's relationship to nominee and length of relationship
- Affirmation that nominee has reviewed the First-Year Foundation Fellow Leadership Pledge and can fulfill the Pledge
- Brief personal endorsement of nominee

[www.cityscholars.org](http://www.cityscholars.org)



## **Do credentials of the nominator matter?**

No. There are no "bonus points" for credentials of the nominator. All that matters is that you see the potential for exemplary leadership and are confident in the ability of your nominee to contribute to and learn from our Fellowship community. Your answers to the nomination questions are very important. The strongest nominations are those that help us understand the candidate's inflection point and why this is the right time for them to step into and fully leverage our Fellowship's vibrant, diverse and extraordinarily collaborative leadership community.

## **When is the next selection cycle?**

We accept and review nominations year-round with admissions decisions being made primarily in early December. Nominations received prior to August 31, 2022 will be considered for admission to the Fellowship for Education community in January 2023; and, those received after August 31, 2022 will be considered for admission in January 2024.

## **What is the selection process?**

Through our Fellowship for Education's selection process, we aim to identify exceptional education nonprofit CEOs as prospective "partners" rather than simply as participants. As such, our vetting is rigorous and the time from nomination to admission is approximately 6 months.

Promising nominees are first contacted to confirm eligibility. Once eligibility is confirmed, nominees are invited to participate with a small group nominee information session. Following the information session, an invitation to submit a formal application for the City Scholars® Fellowship for Education will be extended to those nominees who (1) meet core Fellowship for Education eligibility, (2) enhance our Fellowship for Education's diverse mosaic of emerging leaders and established executives; and, (3) confirm their willingness and ability to 100% fulfill the First-Year Foundation Fellow Leadership Pledge. The strongest applicants will be invited to a formal interview with several members of TEAM City Scholars®, including our Foundation President/CEO, Board of Directors and Executive Council.

The TEAM City Scholars® Board of Directors votes on all prospective Foundation Fellows at their quarterly board meetings. Successful nominees and their nominators will be contacted upon selection. We do not give out information prior to the final selection, so we respectfully ask nominees and nominators to be patient.



## **Can I save an incomplete nomination form to edit/submit later?**

Once you begin a nomination, we strongly suggest that you complete it in its entirety. Please make sure you have gathered all necessary information before you begin the nomination form, including the nominee's contact information, your contact information, and your statement of support. If you need to save the nomination form and return later, you can do so **ONLY** if you return to the form using the same Internet browser and device.

## **What if a promising nominee is not selected?**

Nominees who are not selected for admission may be re-nominated twelve months after declination.

**Please see the attached documents, including the First-Year Foundation Fellow Leadership Pledge and 2023 Fellowship for Education Calendar.**



## City Scholars® Fellowship for Education FIRST-YEAR Foundation Fellow Leadership Pledge 2023

I, \_\_\_\_\_, affirm that I am a full-time, salaried CEO of a 501(c)(3), tax exempt organization that improves educational opportunities and outcomes for low-income youth in California.

### As a First-Year Foundation Fellow, I pledge to:

1. Lead with integrity and excellence, using what I learn to better serve youth at the nonprofit I lead and sharing what I know to help other Foundation Fellows and the nonprofits they lead grow strong, survive and thrive. Furthermore, I pledge to respect the confidentiality of other Foundation Fellows and TEAM City Scholars® members.
2. Participate with:
  - The **City Scholars® Fellowship for Education Kick-Off** to be hosted on **January 25, 2023** (9:30 a.m. – 2:00 p.m.). **I understand that my Board Chair is expected to attend the Fellowship for Education Kick-Off Luncheon** (12:00 p.m. – 2:00 p.m.).
  - **All eight (8) monthly City Scholars® Fellowship for Education Roundtables** to be held on February 22, March 29, April 26, May 24, June 28, July 26, August 23 and September 20, 2023 (10:00 a.m. – 2:00 p.m.) **Please review the attached City Scholars® Fellowship for Education Calendar for more details.**
  - **All ten (10) monthly CEO ESSENTIALS® BootCamp sessions** for First-Year Foundation Fellows, which will be held virtually on Wednesday one week prior to each monthly Fellowship convening (either 10:15 a.m. – 11:45 a.m. **or** 1:15 p.m. – 2:45 p.m.).
  - The **City Scholars® Fellowship for Education Retreat** to be held on **October 18, 2023** (10:00 a.m. – 3:00 p.m., Orange County).
  - **Two (2) individual leadership coaching sessions** (60 – 90 minutes/session with the Foundation's Founder & President; dates/times TBD).
3. Complete and submit by the established due dates: (a) all PRE- and POST-Roundtable Surveys for the Fellowship for Education Kick-Off, monthly Roundtables and Retreat; (b) monthly CEO ESSENTIALS® Report Cards; (c) the year-end Fellowship for Education IMPACT Report; and, (d) any specific information or material requests.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(With my signature, I further acknowledge that my involvement as a City Scholars® Foundation Fellow is at the sole discretion of City Scholars® Foundation. Moreover, I acknowledge that the Foundation reserves the right to approve all publicity regarding my selection and involvement as a City Scholars® Foundation Fellow in advance of the acknowledgment or publication. As such, I will provide desired publicity information to the Foundation on a timely basis in order to permit such approval.)*



## City Scholars® Fellowship for Education

### 2023 Calendar

<b>JANUARY 25</b>	Fellowship Kick-Off: Effective Nonprofits
<b>FEBRUARY 22</b>	Fellowship Roundtable: Strategic Leadership
<b>MARCH 29</b>	Fellowship Roundtable: Board Development
<b>APRIL 26</b>	Fellowship Roundtable: Staff Development
<b>MAY 24</b>	Fellowship Roundtable: Program Development
<b>JUNE 28</b>	Fellowship Roundtable: Financial Leadership
<b>JULY 26</b>	Fellowship Roundtable: Marketing & Communications
<b>AUGUST 23</b>	Fellowship Roundtable: Fundraising
<b>SEPTEMBER 20</b>	Fellowship Roundtable: Strategic Planning
<b>OCTOBER 18</b>	Fellowship Retreat

Fellowship for Education Kick-Off and monthly Roundtables convene from 10:00 a.m. to 2:00 p.m. in Downtown Los Angeles.  
CEO ESSENTIALS® BootCamps for First-Year Foundation Fellows convene from 10:15 a.m. to 11:45 a.m. virtually.  
Fellowship for Education Retreat convenes from 10:00 a.m. to 3:00 p.m. in Orange County, CA.

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NOTE: First-Year Foundation Fellows also participate with a required 90-minute virtual CEO ESSENTIALS® BootCamp held on Wednesday from 10:15 a.m. to 11:45 a.m. one week prior to each monthly Fellowship for Education convening.