

EAST-WEST CENTER



CHANGING FACES WOMEN'S LEADERSHIP SEMINAR APPLICATION INSTRUCTIONS

IMPORTANT: Your application is not complete until **all** of the following are submitted:

- **Letter of Interest** (maximum three pages) including:
 - A brief description of your company/organization and your role
 - What you expect both to contribute and to gain from participating in Changing Faces
 - Concrete example(s) of your professional leadership and innovation
 - Demonstrated potential for impact within your community
 - Identify an actionable goal for either for your organization or community that you wish to work on and outline the role you can or would like to play in achieving that goal. **NOTE* This will serve as the basis of your Action Plan for the coming year.*
- **Resume/CV** (maximum two pages)
- **Two Professional Letters of Recommendation** describing your suitability for the seminar. The letters must be signed and on letterhead. Electronic signatures and letterhead are acceptable.
- **Completed application form.**

Extra pages submitted over the maximum limits, will NOT be copied for and read by the Selection Committee. Further, late applications will be not considered.

Return by Tuesday, February 6, 2018 via:

E-MAIL: changingfaces@eastwestcenter.org

OR

FAX: (808) 944-7600

OR

POST: Changing Faces Women's Leadership Seminar, Professional Development, Seminars
East-West Center, 1601 East-West Road, Honolulu, Hawaii, 96848-1601, USA

For information or clarification call: (808) 944-7368

PLEASE NOTE, for fax and e-mail submissions: Indicate “**Changing Faces Application**” in the subject heading. We will confirm receipt of the application within 5 working days. If you do not hear back from us, please follow up.